

**To:** mary\_pletcher@ios.doi.gov[mary\_pletcher@ios.doi.gov]  
**From:** Denise Sheehan  
**Sent:** 2017-02-01T15:07:21-05:00  
**Importance:** Normal  
**Subject:** Fwd: Freeze summary  
**Received:** 2017-02-01T15:07:33-05:00  
[ATT00001.htm](#)  
[Hiring Freeze Summary 2.1.17.pdf](#)

Hi, Mary!

See below the user-friendly exemptions chart that my deputy, Rebekah Giddings, developed. Feel free to forward it to the HCOs and others if you like it!  
I will be on the 4p call.

Denise

Sent from my iPad

Begin forwarded message:

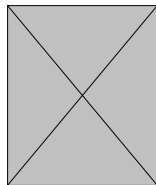
**From:** "Giddings, Rebekah" <[rebekah\\_giddings@fws.gov](mailto:rebekah_giddings@fws.gov)>  
**Date:** February 1, 2017 at 2:46:28 PM EST  
**To:** Denise Sheehan <[denise\\_sheehan@fws.gov](mailto:denise_sheehan@fws.gov)>  
**Subject:** Freeze summary

***Rebekah Giddings***

*Deputy Assistant Director for Budget, Planning and Human Capital*  
US Fish and Wildlife Service

703-358-2117

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information that is privileged, confidential or otherwise protected disclosure under applicable laws.

### Hiring Freeze Summary – February 1, 2017:

From the Presidential Memorandum dated January 23, the OMB Memorandum dated January 25 and the OMB/OPM Memorandum dated January 31:

Type of Personal Action	Policy as outlines in PM/OMB/OPM Guidance	Must be approved by:
Appointing new employees between Jan 22 and Feb 22, 2017	<p><b>IF....</b></p> <p><b>Written Offer Letter Dated on or before</b> January 22 and <b>Start Date</b> prior to February 22</p> <p><b>Written Offer Letter Dated on or before</b> January 22 and <b>Start Date after</b> February 22</p> <p><b>Written Offer Letter Dated</b> after January 22 and <b>Any Start Date</b></p> <p><b>THEN....</b></p> <p>Can proceed on as planned.</p> <p>DOI will need to review the position to determine whether we need to revoke or proceed with the offer.</p> <p>Must rescind and no additional offer can be made.</p>	In accordance with Presidential Memo dated Jan 23.
Details	Exempted from the freeze (OMB/OPM memo 1/31/17) - Both reimbursable and non-reimbursable details can be processed (within and outside FWS) to meet the highest priority needs. Agency Leadership should ensure that any reimbursable details are not used to circumvent the freeze (create and fill new positions). <i>Called reallocations in OMB guidance.</i>	In accordance with current Service policy.
Non-competitive reassignments within FWS	Exempted from the freeze (OMB/OPM memo 1/31/17) - Can be reassigned internally within FWS to meet the highest priority needs. <i>Called reallocations in OMB guidance.</i>	In accordance with current Service policy.
New appointments of Pathways Interns and PMFs	Exempted from the freeze (OMB/OPM memo 1/31/17) - New employees can be appointed, however, new hires must be informed that conversion is not a guarantee.	In accordance with current Service policy.
New appointment of recent grads	Not permitted under the current freeze guidance.	
Conversion to a permanent appointment for any hiring authority that confers conversion to the competitive service (e.g. VRA, Pathways and Sch A employees)	Exempted from the freeze (OMB/OPM memo 1/31/17) – Current FWS employees can be converted into perm positions within FWS.	In accordance with current Service policy.

Appointing employees with restoration rights (former employees returning from active duty or after a OWCP injury)	Exempted from the freeze (OMB/OPM memo 1/31/17) – can be appointed.	In accordance with current Service policy.
Career ladder promotions	Exempted from the freeze (OMB/OPM memo 1/31/17) – can be processed.	In accordance with current Service policy.
Extension of Temp and Term positions	Exempted from the freeze (OMB/OPM memo 1/31/17) – appointments may be extended up to maximum allowable time limits.	In accordance with current Service policy.
Seasonal and Temps	Exempted from the freeze (OMB/OPM memo 1/31/17) – appointment of seasonal employees and short-term temporary employees necessary to meet traditionally recurring seasonal workloads may be processed, provided that the agency informs its OMB Resource Management Office in writing in advance of its hiring plans.	Waiting for DOI guidance on submission to OMB
Waiver requests for other hiring actions	If DOI determines that circumstances warrant additional exemptions to the hiring freeze, the Director of OPM may grant additional exemptions from the hiring freeze for critical situations.	Waiting for DOI guidance on submission to OPM. Requests to OPM must be from the Secretary of the Interior.
LE, Fire and Public Safety Positions	The Secretary of the Interior may exempt positions that are deemed necessary to meet national security responsibilities or meet public safety responsibilities (including essential activities to the extent that they protect life and property). This includes: Conduct essential activities to the extent that they protect life and property, including: <ul style="list-style-type: none"> <li>Activities essential to ensure continued public health and safety, including safe use of food and drugs and safe use of hazardous material;</li> <li>Protection of Federal lands, buildings, waterways, equipment and other property owned by the United States;</li> <li>Law enforcement and criminal investigations;</li> <li>Emergency and disaster assistance;</li> <li>Activities necessary to maintain protection of research property.</li> </ul>	Waiting for DOI guidance.

**To:** Mary Pletcher[mary\_pletcher@ios.doi.gov]  
**From:** Limon, Raymond  
**Sent:** 2017-02-02T09:12:03-05:00  
**Importance:** Normal  
**Subject:** Additional Hiring Freeze Docs  
**Received:** 2017-02-02T09:12:11-05:00  
[Okay to proceed M-17-18 Federal Civilian Hiring Freeze Guidance.pdf](#)  
[Pending Hiring Actions Post Feb 22 \(Offers Prior to Jan 22\).xlsx](#)  
[Exemption Request Spreadsheet 02 01 17.xlsx](#)

Mary,

Three more draft docs for hiring freeze roll out:

- Proposed actions bureaus can do now....highlighted portions must wait for additional guidance (could send to Bureau Directors and HCOs today if you ok); and
- Two Data Calls: A) Pending Actions with EODs after 2/22; and B) DOI Agency Head review spread sheet to accompany guidance memo.

I know we still need to figure out data call on seasonals, reoccurring, public safety and national security related...

Ray

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Raymond A. Limon  
Director, Office of Human Resources  
Deputy, Chief Human Capital Officer  
Department of Interior  
202-208-5310

Bureau/Office	Announcement Number
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Position Title
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17-01174\_014385;17-01174\_014385;17-01174\_014386;17-01174\_014387;17-01174\_014388;17-01174\_014389

Pay Plan (GS, SES, XE, AD, WG, etc)	FPL	Hiring Using Pathways Auth?	Perm, Term, Temp	Seasonal, Intermitten	Competitive or Excepted Svc
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17-01174\_014385;17-01174\_014385;17-01174\_014386;17-01174\_014387;17-01174\_014388;17-01174\_014389

Date of Offer	Established or Anticipated EOD
---------------	--------------------------------

17-01174\_014385;17-01174\_014385;17-01174\_014386;17-01174\_014387;17-01174\_014388;17-01174\_014389

No

Intern NTE

Intern

RG

PMF

Seasonal

Intermittent

17-01174\_014380;17-01174\_014380;17-01174\_014381;17-01174\_014382;17-01174\_014383;17-01174\_014384

Bureau/Office	Series	Title	Pay Plan (GS, BB, AD, WG, etc)	Grade(s)
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17-01174\_014380;17-01174\_014380;17-01174\_014381;17-01174\_014382;17-01174\_014383;17-01174\_014384

Locations (Region(s) or State(s) level	Anticipated # of hires required	Anticipated Start Month	Type of Appt (Perm, Term, Temp)
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17-01174\_014380;17-01174\_014380;17-01174\_014381;17-01174\_014382;17-01174\_014383;17-01174\_014384

Seasonal, Intermittent (Enter NA if neither)	Competitive or Excepted Service	Enter Reason for Exemption Request
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17-01174\_014380;17-01174\_014380;17-01174\_014381;17-01174\_014382;17-01174\_014383;17-01174\_014384

Remarks / Other Details
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17-01174\_014380;17-01174\_014380;17-01174\_014381;17-01174\_014382;17-01174\_014383;17-01174\_014384

Public Safety

Law Enforcement

Law Enforcement Support

Fire Fighting

Fire Support

National Security

Essential Services / Critical Mission Requirements



U.S. Office of  
Management & Budget

U.S. Office of  
Personnel Management



January 31, 2017

M-17-18

MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

FROM: MARK SANDY *Mark Sandy*  
ACTING DIRECTOR, OFFICE OF MANAGEMENT AND BUDGET  
KATHLEEN McGETTIGAN *Kathleen McGettigan*  
ACTING DIRECTOR, OFFICE OF PERSONNEL MANAGEMENT

SUBJECT: Federal Civilian Hiring Freeze Guidance

1. Purpose. This memorandum provides additional guidance regarding the freeze on the hiring of Federal civilian employees as directed by the President on January 23, 2017, via Presidential Memorandum (PM) entitled "Hiring Freeze." This guidance is in addition to the initial implementation guidance issued by the Acting Director of the Office of Management and Budget (OMB) on January 25, 2017. This guidance provides information on the types of exemptions authorized under this hiring freeze as well as instructions on how departments and agencies can request exemptions from the Director of the Office of Personnel Management (OPM) for critical situations where additional exemptions may be warranted.
2. Coverage. This memorandum applies to all Executive departments and agencies regardless of the sources of their operational and programmatic funding and to all types of Federal civilian appointments, regardless of the length of the appointment, except as provided for below or otherwise provided in law. No vacant positions existing at noon on January 22, 2017, may be filled and no new positions may be created, except in limited circumstances. For the purposes of this memorandum, a position is not considered vacant if an individual has been given an offer of employment prior to noon on January 22, 2017, has accepted the position, and has a designated start date on or before February 22, 2017.

Contracting outside the Government to circumvent the intent of the PM shall not be permitted. For example, agencies shall not acquire by contract with a commercial vendor services that are substantially similar to those that would have been provided by a Federal civilian in a vacancy covered by the PM. However, nothing in this memorandum is intended to restrict agencies from continuing, modifying, or entering into service contracts for other purposes, consistent with law, regulation, and any applicable management direction.



The guidance in this memorandum should be implemented consistent with any lawful collective bargaining obligations that may apply.

3. Exemptions. The following exemptions to the Federal civilian hiring freeze are permitted:
- a. Military personnel in the armed forces and all Federal uniformed personnel, including the U.S. Coast Guard, the Commissioned Corps of the U.S. Public Health Service, and the Commissioned Officer Corps of the National Oceanic and Atmospheric Administration.
  - b. Filling of positions under programs where limiting the hiring of personnel would conflict with applicable law.
  - c. Nomination and appointment of officials to positions requiring Presidential appointment, with or without Senate confirmation.
  - d. Appointment of officials to non-career positions in the Senior Executive Service or to Schedule C appointments in the Excepted Service, or the appointment of any other officials who serve at the pleasure of the appointing authority (i.e., “appointed” positions of a political/non-career nature).
  - e. Appointment of seasonal employees and short-term temporary employees necessary to meet traditionally recurring seasonal workloads, provided that the agency informs its OMB Resource Management Office in writing in advance of its hiring plans.
  - f. Hiring by the U.S. Postal Service.
  - g. Federal civilian personnel hires made by the Office of the Director of National Intelligence (ODNI) and the Central Intelligence Agency (CIA).
  - h. Appointments made under the Pathways Internship and Presidential Management Fellows programs (this does not include the Recent Graduates program). Agencies should ensure that such hires understand the provisional nature of these appointments and that conversion is not guaranteed.
  - i. Conversions in the ordinary course to the competitive service of current agency employees serving in positions with conversion authority, such as Veteran’s Recruitment Act (VRA) and Pathways programs.
  - j. Appointments made under 5 C.F.R. § 213.3102(r) (time limited positions in support of fellowship or professional/industry exchange programs) provided that the total number of individuals employed under this authority does not exceed the number of employees onboard (hired under this authority) on January 22, 2017.

k. Placement of persons with restoration rights accorded by law, such as restoration after absence with injury compensation and restoration after military duty.

l. Job offers made prior to January 22, 2017, for which the individual has a confirmed start date on or before February 22, 2017. Those individuals should report to work according to their respective designated start dates.

m. [REDACTED]

n. Internal career ladder promotions.

o. [REDACTED]

p. [REDACTED]

q. [REDACTED]

r. [REDACTED]

Agency heads should consult with appropriate personnel, including the agency Chief Human Capital Officer (CHCO) or equivalent and agency counsel when

determining what positions to exempt from the hiring freeze. Agency heads are also required to consult with OPM and the agency's OMB Resource Management Office on their intent to exempt positions using their agency head authority before implementing these exemptions. Note that in the case of an Inspector General's (IG) office, the Inspector General is considered the agency head for the purposes of determining which positions in the IG office are exempt based on the definitions above, as well as for the purposes of the agency-head review of job offers in the IG office that either do not have a start date or have a designated start date beyond February 22, 2017.

4. Exemptions Granted by the Director of OPM. The Director of OPM may grant additional exemptions from the hiring freeze for critical situations. Accordingly, if an agency head assesses that circumstances warrant additional exemptions to the hiring freeze other than those specified above, a request must be made in writing to the Director of OPM and signed by the agency head. The request must:
  - Explain the critical need and how it relates to essential services or critical mission requirements.
  - Explain why reallocation (reassignment/detail) of existing staff within the agency is not possible to meet the needs outlined in the request.
  - Explain the urgency of the need and the consequences of not filling the position within a 3 to 6 month timeline.

Agencies must also notify their respective OMB Resource Management Office of exemption requests to OPM under this provision.

5. Effective Dates. The guidance in this memorandum is effective immediately. Within 90 days of the publication of the PM issued on January 23, 2017, the Director of OMB, in consultation with the Director of OPM, shall recommend a long-term plan to reduce the size of the Federal Government's workforce through attrition. The hiring freeze will expire upon implementation of the OMB plan.
6. Inquiries. Questions from departments and agencies regarding the instructions and guidance in this memorandum should be addressed to agency OMB Resource Management Officers and OPM contacts provided to Chief Human Capital Officers and HR Directors.

**To:** Elena Gonzalez[[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)]  
**Cc:** Amy Holley[[amy\\_holley@ios.doi.gov](mailto:amy_holley@ios.doi.gov)]  
**From:** Hardaway, Peyton  
**Sent:** 2017-02-09T12:16:15-05:00  
**Importance:** Normal  
**Subject:** Re: Follow up on Tim White position  
**Received:** 2017-02-09T12:16:42-05:00

**Good Afternoon Elena,**

Any request or activity for Tim, has to be approved by the ERB, and since we are without an ERB it looks like we are at a standstill unless Amy has other ideas. This request has to go through the ERB since it was not identify until after the initial request to appoint Tim was approved.

**Thanks,  
Peyton**

On Thu, Feb 9, 2017 at 12:00 PM, Elena Gonzalez <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

I got clarification from Sylvia this morning. OCIO is not requesting anything new. They are seeking guidance on how to follow through on the original plan to support the plan incumbent moving to the OS ACIO position in Denver. We agreed he could do it from his current home base until the Summer. He is planning the move to D.C. OCIO set aside funds to help with the move. They are asking how to accomplish it.

Sent from my iPad

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Gary 'Peyton' Hardaway  
Acting Branch Chief, HR Operations & Executive Resources Program Manager  
U.S. Department of the Interior|Bureau of Safety and Environmental Enforcement (BSEE)|Human Resources  
Division (HRD)|HR Operations and Executive Resources Branch-D.C. 1849 C St. NW, Washington D.C.,  
20240 |Main Interior Building - Room  
(5446) Tel: 202.208.6607|Cell: 571.524.3961|Fax: 202.219.8104|Email: [Peyton.Hardaway@bsee.gov](mailto:Peyton.Hardaway@bsee.gov)

**To:** Micah Chambers[micah\_chambers@ios.doi.gov]; Amanda Kaster[amanda\_kaster@ios.doi.gov]; Chris Salotti[Chris\_Salotti@ios.doi.gov]; Pam Barkin[Pamela\_Barkin@ios.doi.gov]; Ed Keable[Edward.Keable@sol.doi.gov]; Rich Myers[Richard.Myers@sol.doi.gov]; Juliette Lillie[juliette\_lillie@ios.doi.gov]; Jamie Burley[Jamie\_Burley@ios.doi.gov]; Deirdre Young[deirdre\_young@ios.doi.gov]  
**Cc:** Amy Holley[amy\_holley@ios.doi.gov]; Mary Pletcher[Mary\_Pletcher@ios.doi.gov]; Limon, Raymond[raymond\_limon@ios.doi.gov]  
**From:** Howarth, Robert  
**Sent:** 2017-02-15T14:03:50-05:00  
**Importance:** Normal  
**Subject:** Today's Meeting  
**Received:** 2017-02-15T14:08:08-05:00  
[FOIA Feb 8 2017.xls](#)  
[FOIA Feb 15 2017.xls](#)

Hello all. Attached are the FOIA lists from last week and this week.

Also, folks from PMB are expected to join us to discuss the production/response letter to Chairman Bishop.

See you at 3:30 in room 6023 (OCL conference room)

Rob

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Robert Howarth  
Deputy Director for Correspondence and FOIA Management  
Office of the Executive Secretariat and Regulatory Affairs  
Department of the Interior  
1849 C Street, NW  
Washington, DC 20240  
202-208-3181  
202-208-4451 (direct)  
202-549-8961 (cell)

New FOIA: 2/9-2/14/2016					
Total Number Of Records: 82					
Bureau	FOIA Number	Date Received	Requester Last Name	Requester First Name	Requester Organization
Bureau Of Indian Affairs	BIA-2017-00849	13-Feb-17	LaGue	Lorna	
Bureau Of Indian Affairs	BIA-2017-00848	10-Feb-17	Marini	Connie	EDR SMART DATA. SMARTER WORKFLOW
Bureau Of Indian Affairs	BIA-2017-00847	9-Feb-17	NEVILLE	MICHELLE	
Bureau Of Indian Affairs	BIA-2017-00846	9-Feb-17	NEVILLE	PATRICK	
Bureau Of Indian Affairs	BIA-2017-00845	13-Feb-17	NEVILLE	DOROTHY	
Bureau Of Indian Affairs	BIA-2017-00843	9-Feb-17	GUNNISON	MARK	LAW OFFICE OF PAYNE AND JONES
Bureau Of Indian Affairs	BIA-2017-00829	13-Feb-17	Dorsay	Craig	Dorsay and Easton
Bureau Of Indian Affairs	BIA-2017-00828	13-Feb-17	Kenney	Brett	Dorsay and Easton
Bureau Of Indian Affairs	BIA-2017-00824	10-Feb-17	Pallon	Dominic	PetroShale (US), Inc.
Bureau Of Indian Affairs	BIA-2017-00823	13-Feb-17	Nexis	Lexis	LexisNexis
Bureau Of Indian Affairs	BIA-2017-00822	10-Feb-17	Matt	Terryl	Matt Law Office
Bureau Of Indian Affairs	BIA-2017-00821	13-Feb-17	Creepingbear	Traci	
Bureau Of Indian Affairs	BIA-2017-00820	13-Feb-17	Honea	Will	Skagit County Prosecuting Attorney
Bureau Of Indian Affairs	BIA-2017-00819	13-Feb-17	BELGARDE	NATHANAEL SR	
Bureau Of Indian Affairs	BIA-2017-00818	13-Feb-17	PARISOEN	MARCELINO	
Bureau Of Indian Affairs	BIA-2017-00817	13-Feb-17	MARTIN	CRYSTAL	
Bureau Of Indian Affairs	BIA-2017-00816	13-Feb-17	Moses	Gabriel	Legal Aid Services of Oregon
Bureau Of Indian Affairs	BIA-2017-00815	13-Feb-17	MAXON	RUSSELL	
Bureau Of Indian Affairs	BIA-2017-00813	13-Feb-17	NIEVES-WILLIAMS	MILDRED	KRIEGER, WILANSKY & HUPART
Bureau Of Indian Affairs	BIA-2017-00812	13-Feb-17	CARLOW	MICHAEL	
Bureau Of Indian Affairs	BIA-2017-00811	13-Feb-17	McIntosh	Alexandra	
Bureau Of Indian Affairs	BIA-2017-00810	13-Feb-17	CRISLER	WADE	
Bureau Of Indian Affairs	BIA-2017-00809	13-Feb-17	WILKIE-GEFROH	SHERRI	
Bureau Of Indian Affairs	BIA-2017-00808	13-Feb-17	CREE	GARRET	

Subject
AS-IA- Self Governance- request under the Freedom of Information Act for copies of agreements with the Office of Self Governance relative to the White Earth Band of Ojibwe's (a/k/a White Earth Tribal Council and/or White Earth Business Committee) agreements surrounding self governance, including any and all grant agreements and covenances.
BIA-Trust Services - requesting the following: A shapefile/geodatabase file that includes polygons of Indian Reservations for the entire United States.
SPRO - RE: GUYMON GAMING Requester seeking Secretarial Determination and Supporting Documents sent to Governor Fallin regarding Shawnee Tribe's proposed gaming establishment near Guymon, OK.
SPRO - RE: GUYMON GAMING Requester seeking Secretarial Determination and Supporting Documents sent to Governor Fallin regarding Shawnee Tribe's proposed gaming establishment near Guymon, OK.
SPRO - RE: GUYMON GAMING Requester seeking Secretarial Determination and Supporting Documents sent to Governor Fallin regarding Shawnee Tribe's proposed gaming establishment near Guymon, OK.
SPRO - RE: GUYMON GAMING Requester seeking Secretarial Determination and Supporting Documents sent to Governor Fallin regarding Shawnee Tribe's proposed gaming establishment near Guymon, OK.
NORTHWEST: Any and all documents involving any fee-to-trust application, including on and off reservation applications, submitted to the Bureau of Indian Affairs by the Swinomish Indian Tribal Community pursuant to 25 U.S.C. § 465 and/or 25 C.F.R. Part 151. This request includes only new applications submitted since December 13, 2016, not pre-existing applications, up to and ending on February 9, 2017.
NORTHWEST: On behalf of the Coquille Tribe, and pursuant to the Freedom of Information Act. I also request any Qualifying FOIA Requests dated January 24, 2017 to February 9, 2017. The Coquille Indian Tribe; The Coquille Indian Tribe's request to place approximately 2.4 acres in Medford, Oregon into trust, or The Coquille Indian Tribe's request for the federal government to determine that the Medford Property, once in trust, is eligible for gaming under the Indian Gaming Regulatory Act.
GREAT PLAINS: Information on 11 Fort Berthold oil and gas leases.
OJS-D4-LE (K. Cervantes) Copy of Police Report
SW Region: ¿Need all resolutions associated with February 27, 2004 BIA action approving Amerind charter subject to three tribal resolutions ratifying the approved charter. Also need the amendments and all six resolutions (2 from each tribe; 1 ¿ approving amendments and 1 ratifying approved charter for actions taken by BIA in 2011 under Deputy- Secretary of Indian Echohawk, June 17, 2011.¿
OJS-D2-LE (Maytubby, K) Request Police Report.
NORTHWEST: All documents relating to or regarding the Swinomish Indian Tribal Community's request to conduct a Secretarial election, including but not limited to any communications between the Office of the Assistant Secretary for Indian Affairs on the one hand, and the Swinomish Indian Tribal Community or Northwest Region on the other hand. A copy of a letter from Regional Director Stanley Speaks dated September 13, 2016 (exhibits excluded) is included with this letter.
OJS-DI-LE COPY OF POLICE REPORT
OJS-DI-LE COPY OF POLICE REPORT
OJS-DI-LE COPY OF POLICE REPORT
NORTHWEST: disenrollment records related to Kalamath and Grande Ronde.
OJS-DI-LE COPY OF POLICE REPORT
OJS-DI-LE COPY OF POLICE REPORT
OJS-DI-LE COPY OF POLICE REPORT
PACIFIC - Pertaining to the San Pasqual Band, any and all documents relating in any manner to correspondence between any BIA office and any member of the San Pasqual Tribal government relating to enrollment of the San Pasqual descendant plaintiffs, which are the subject matter of the complaint 16-cv-2442-AJB-KSC; specifically the Jose Juan and Modesta Martinez Contreras descendants., from January 1, 2006 to January 1, 2007.
OJS-DI-LE COPY OF POLICE REPORT
OJS-DI-LE COPY OF POLICE REPORT
OJS-DI-LE COPY OF POLICE REPORT

Bureau Of Indian Affairs	BIA-2017-00807	13-Feb-17	Doyle	Dirk	Cow Creek Band of Umpqua Indians
Bureau Of Indian Affairs	BIA-2017-00806	13-Feb-17	RIPPEL	JASON	
Bureau Of Indian Affairs	BIA-2017-00804	9-Feb-17	Honea	Will	Criminal Division
Bureau Of Indian Affairs	BIA-2017-00803	13-Feb-17	Herriage	Crystal	University of Missouri-Kansas City (UMKC) Senior Capstone Paper
Bureau Of Indian Affairs	BIA-2017-00801	10-Feb-17	Weddle	Jennifer	Greenberg Traurig LLP
Bureau Of Indian Affairs	BIA-2017-00800	10-Feb-17	Andrews	Rebecca	
Bureau Of Indian Affairs	BIA-2017-00797	9-Feb-17	WHITEWATER	MONICA	
Bureau Of Indian Affairs	BIA-2017-00796	9-Feb-17	SHARPBAC	CARMELITA	
Bureau of Land Management	BLM-2017-00331	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
Bureau of Land Management	BLM-2017-00330	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
Bureau of Land Management	BLM-2017-00329	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
Bureau of Land Management	BLM-2017-00328	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
Bureau of Land Management	BLM-2017-00327	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
Bureau of Land Management	BLM-2017-00326	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
Bureau of Land Management	BLM-2017-00325	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
Bureau of Land Management	BLM-2017-00324	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
Bureau of Land Management	BLM-2017-00323	9-Feb-17	Ratner	Jonathan	Western Watersheds Project (WWP)
Bureau of Land Management	BLM-2017-00320	13-Feb-17	Blutstein	Allan	America Rising



NORTHWEST: The Coquille Indian Tribe's request (the "Fee to Trust Request") that the United States accept title to approximately 2.42 acres of land and improvements (the "Subject Property") located in the City of Medford, Oregon, adjacent to the northeastern boundary of Highway 99, between Charlotte Ann Lane and Lowry Lane.
OJS-DI-LE COPY OF POLICE REPORT
AS-IA (Immediate Office) - All documents relating to or regarding the Swinomish Indian Tribal Community's request to conduct a Secretarial election, including but not limited to any communications between the Office of the Assistant Secretary for Indian Affairs and the Swomish or Northwest Region.
OFA- Request for the Federal Acknowledgement for the Wisconsin Winnebago/Ho-Chunk Nation of Wisconsin application and approval. 1. Application for Federal Recognition, 1962 (I believe) 2. Approval of Federal Recognition to the Wisconsin Winnebago Business Committee, located in Black River Falls Wisconsin, 1963. 3. Approval of Constitution of the Wisconsin Winnebago Tribe 1963. 4. Copy of the Constitution of the Wisconsin Winnebago Tribe 5. Copy of Land of the Wisconsin Winnebago Tribe 1962-1963.
RMR C55 - Requester is seeking documents regarding State owned land within the boundary of an Indian Reservation.
RMR C55 - Requester is seeking information that would help establish a family tree.
OJS-D1-LE COPY OF POLICE REPORT
OJS-D1-LE COPY OF POLICE REPORT
UT-VFO-2017-30 Records re allotments within the Vernal FO, specifically 1) permit administration and resource and range management, including monitoring data; 2) Utilization, stubble height, willow usage, range condition, actual use reports, or other monitoring, observation or data; 3) lack of permit compliance documentation; 4) evaluations, determinations or appropriate actions of RHS compliance; 5) NEPA analysis (12/24/2015-present)
UT-SLFO-2017-29 Records re allotments within the Salt Lake FO, specifically 1) permit administration and resource and range management, including monitoring data; 2) Utilization, stubble height, willow usage, range condition, actual use reports, or other monitoring, observation or data; 3) lack of permit compliance documentation; 4) evaluations, determinations or appropriate actions of RHS compliance; 5) NEPA analysis (12/24/2015-present)
UT-RFO-2017-28 Records re allotments within the Richmond FO, specifically 1) permit administration and resource and range management, including monitoring data; 2) Utilization, stubble height, willow usage, range condition, actual use reports, or other monitoring, observation or data; 3) lack of permit compliance documentation; 4) evaluations, determinations or appropriate actions of RHS compliance; 5) NEPA analysis (12/24/2015-present)
UT-PFO-2017-27 Records re allotments within the Price FO, specifically 1) permit administration and resource and range management, including monitoring data; 2) Utilization, stubble height, willow usage, range condition, actual use reports, or other monitoring, observation or data; 3) lack of permit compliance documentation; 4) evaluations, determinations or appropriate actions of RHS compliance; 5) NEPA analysis (12/24/2015-present)
UT-MTFO-2017-26 Records re allotments within the Monticello FO, specifically 1) permit administration and resource and range management, including monitoring data; 2) Utilization, stubble height, willow usage, range condition, actual use reports, or other monitoring, observation or data; 3) lack of permit compliance documentation; 4) evaluations, determinations or appropriate actions of RHS compliance; 5) NEPA analysis (12/24/2015-present)
UT-MFO-2017-25 Records re allotments within the Moab FO jurisdiction 1) permit administration and resource and range management, including monitoring data; 2) Utilization, stubble height, willow usage, range condition, actual use reports, or other monitoring, observation or data; 3) lack of permit compliance documentation; 4) evaluations, determinations or appropriate actions of RHS compliance; 5) NEPA analysis (12/24/2015-present)
UT-KFO-2017-24 Records re allotments within Kanab FO jurisdiction 1) permit administration and resource and range management, including monitoring data; 2) Utilization, stubble height, willow usage, range condition, actual use reports, or other monitoring, observation or data; 3) lack of permit compliance documentation; 4) evaluations, determinations or appropriate actions of RHS compliance; 5) NEPA analysis (12/24/2015-present)
UT-GSENM-2017-23 Records for 1) permit administration & resource/range management; 2) Utilization, stubble height, willow usage, range condition, actual use reports, etc. 3) lack of permit compliance documentation; 4) evaluations, determinations or appropriate actions of RHS compliance; 5) NEPA analysis; 6) POs for seed purchases; 7) NEPA seeding 8) grazing EIS and MMP amendment; 9) management of Soda allotment of the Hole in the Rock Well (12/24/2015-present)
UT-CCFO-2017-22 Records for allotments within the Hamlin Valley and the Minersville groups of allotments 1) permit administration and resource and range management, including monitoring data; 2) Utilization, stubble height, willow usage, range condition, actual use reports, or other monitoring, observation or data; 3) lack of permit compliance documentation; 4) evaluations, determinations or appropriate actions of RHS compliance; 5) NEPA analysis (12/24/2015-present)
From 11/8/16 to 11/9/16: Any email sent or received by Kristin Bail (currently BLM's Acting Director) that mentions Donald Trump on November 8, 2016, or November 9, 2016, excluding email received directly from a listserv, e.g., news articles.

Bureau of Land Management	BLM-2017-00311	10-Feb-17	Ruch	Jeff	
Bureau of Land Management	BLM-2017-00309	13-Feb-17	Snider	Travis	NV5
Bureau of Land Management	BLM-2017-00308	10-Feb-17	Anderson	Greta	Western Watersheds Project
Bureau of Land Management	BLM-2017-00303	13-Feb-17	Lirette	Doug	
Bureau of Land Management	BLM-2017-00301	13-Feb-17	Tyson	Mike	
Bureau of Land Management	BLM-2017-00298	9-Feb-17	Stanley	Eugene	
Bureau of Land Management	BLM-2017-00297	9-Feb-17	Ratner	Jonathan	WWP
Bureau of Land Management	BLM-2017-00296	9-Feb-17	Ratner	Jonathan	WWP
Bureau of Land Management	BLM-2017-00295	9-Feb-17	Ratner	Jonathan	WWP
Bureau of Land Management	BLM-2017-00294	9-Feb-17	Ratner	Jonathan	WWP
Bureau of Land Management	BLM-2017-00293	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
Bureau of Reclamation	BOR-2017-00106	9-Feb-17	Heyroth	Stephanie	
U.S. Fish and Wildlife Service	FWS-2017-00433	9-Feb-17	Ratner	Jonathan	Western Watersheds Project
U.S. Fish and Wildlife Service	FWS-2017-00432	13-Feb-17	Taylor	Sandy	Save Our Sound
U.S. Fish and Wildlife Service	FWS-2017-00431	10-Feb-17	Hemming	Bruce	
U.S. Fish and Wildlife Service	FWS-2017-00425	9-Feb-17	Wilson	Mark	
National Park Service	NPS-2017-00531	10-Feb-17	Gilbert	Barrie	
National Park Service	NPS-2017-00530	13-Feb-17	Best	Michael	MuckRock
National Park Service	NPS-2017-00529	13-Feb-17	Ravnitzky	Michael	
National Park Service	NPS-2017-00528	13-Feb-17	Ravnitzky	Michael	
National Park Service	NPS-2017-00527	13-Feb-17	MACFARLANE	SCOTT	NBC4
National Park Service	NPS-2017-00524	13-Feb-17	Hewitt	William	
National Park Service	NPS-2017-00521	10-Feb-17	RESTUCCIA	ANDREW	
National Park Service	NPS-2017-00520	13-Feb-17	WALSH	MATTHEW	
National Park Service	NPS-2017-00519	13-Feb-17	COWART	CYNDI	WALLACE SAUNDERS (ATTY)

<p>1. An annual break-down of the number of LE field positions on BLM lands by state, further comparing the total number of LE ranger, special agent as well as FT and seasonal LE positions from FY 2006 through FY 2017;</p> <p>2. Any analysis of the LE force levels BLM considers ideal or as a planning target; and</p> <p>3. The formula or criteria BLM utilizes in deciding what LE force levels are needed in particular monuments, districts, field stations or other land units.</p>
AZ-17-009 Documents containing : Plan of Operations, NOI, exploration permitting for Township T10NR15W Secs 23,24 & 26 and T10N R4W, Secs 11,12, 13 and 14.
17-008 Records regarding Morningstar allotment and/or any other allotment on the Ironwood Forest National Monument between September 1, 2016 and the date of this request. There are 3 items requested.
Requests specific information that explains why and by what Surveyor General the 1838 Louisiana survey, referenced in a 1998 SOL memo, was declared erroneous in 1843. Also wants a map referenced in the same memo.
Copies of the initial request. I am not interested in receiving the BLM responses to the requests. (BLM-2016-00020; BLM-2016-00014 & BLM-2015-00873)
OR-2017-036 - copy of the documents containing stream temperatures taken on Conde Creek, Ashland Resource Area, Medford District, during the years 2008-2016.
WY--Allotment records from WFO from 1/1/16 to date of request.
WY--Allotment records from KFO from 12/24/15 to date of request. Records related to Coal creek & IGO Speedway from 1/1/13 to date of request.
WY--Allotment records from LFO from 1/1/16 to date of request.
WY--Allotment records from RSFO from 12/24/15 to date of request.
WY--Grazing records from PFO from 12/24/15 to date of request.
Under the Freedom of Information Act, I am asking for the total number of acres of land managed by the Bureau of Reclamation in the state of Nevada (both land and easements listed separately). Our state is part of four different regions, which is why I am contacting you. I look forward to a response at your earliest convenience.
cactus consultations UT
all documents reflecting any written or oral communications between DOI/FWS and Cape Wind Associates or anyone acting on its behalf regarding compliance with the Endangered Species (ESA) Act and the Migratory Bird Treaty Act (MBTA) since November 14, 2016 in connection with the proposed Cape Wind project.
Under the Endangered species act. How much money does Montana, Idaho, and Wyoming collected each year for grizzly bears?
If the grizzly bear is delisted how much money will the state lose?
How many grizzly bear attacks have happen in the 3 states mention above?
I am requesting a list of all live animals that were confiscated by authorities in Texas while or after being brought into Texas illegally or being taken out of the state illegally in 2015 and 2016. I would also like figures for the amount of material made from deceased animals that was confiscated after or while be brought into Texas in 2015 and 2016.
Research Material on the effects on brown bears from visitors and visitor facilities in Katmai NP&P Brook River area.
NAMA: communications and documents regarding the closure of the clock tower.
Copies of all emails, memos, reports, documents, communications between December 1 2016 and the present regarding the Old Post Office Building and the clock tower.
NAMA: copy of any email or letter correspondence between the NPS and the Washington Ringing Society since January 1, 2015. Such email or letter correspondence is likely to be found in the office of the National Park Service that administers the Old Post Office Pavilion in Washington, DC. Contacts at the Washington Ringing Society may include Beth Sinclair or Meredith Morris or Ann Martin or Alexander Taft.
NAMA: A copy of any memos, reports, emails or other records concerning public access to the clock tower at the the Old Post Office Pavilion (formerly known as the Old Post Office and Clock Tower), dated between January 1, 2017 and the present.
NCR: All emails sent or received between 12/1/16 and present day that include the keywords: ¿MacFarlane¿, ¿WRC¿ or ¿NBC¿ by the following NPS employees: Jenny Anzelmo-Sarles Peter May
GETT-Corres and memos regarding the cancellation of 2017 Scared Trust
DIR: ANY AND ALL COMMUNICATIONS WITH ANYONE AT THE EOP.GOV DOMAIN.
OCOMM: ANY E-MAILS RECEIVED BY THE ASKNPS@NPS.GOV ADDRESS BETWEEN JANUARY 20, 2017, AND JANUARY 23, 2017.
HROC: PERSONNEL FILE FOR FORMER NPS EMPLOYEE.

National Park Service	NPS-2017-00518	11-Feb-17	Allen	Mark	Protect and Preserve American Fork Canypon
National Park Service	NPS-2017-00517	9-Feb-17	Ratner	Jonathan	Western Watershed Alliance
National Park Service	NPS-2017-00514	10-Feb-17	RUCH	JEFF	PEER
National Park Service	NPS-2017-00513	9-Feb-17	Julia	Bell	
Office of Inspector General	OIG-2017-00071	9-Feb-17	Garcia	Stefanie	
Office of the Secretary	OS-2017-00282	13-Feb-17	Lee	Samantha	Bell & Pollock PC
Office of the Secretary	OS-2017-00281	13-Feb-17	Emmel	Benjamin	
Office of the Secretary	OS-2017-00280	13-Feb-17	Donaghy	Tim	Greenpeace
Office of the Secretary	OS-2017-00279	10-Feb-17	Polky	Sylvanus	Susman Godfrey L.L.P.
Office of the Secretary	OS-2017-00278	10-Feb-17	Santos	Rose	FOIA Group Inc.
Office of the Secretary	OS-2017-00277	10-Feb-17	Santos	Rose	FOIA Group Inc
Office of the Secretary	OS-2017-00276	9-Feb-17	Wolf	Lynn	
Office of Surface Mining	OSM-2017-00037	13-Feb-17	Davenport	Jane	Defenders of Wildlife
Office of Surface Mining	OSM-2017-00036	9-Feb-17	Davenport	Jane	Defenders of Wildlife
Office of the Solicitor	SOL-2017-00084	9-Feb-17	Dawson	Marlene	

TICA - Water samples.
CARE - Documents related to range program.
VRP - ANNUAL BREAKDOWN OF LAW ENFORCEMENT POSITIONS WITHIN NPS BY REGION, ANY ANALYSIS SINCE 2015 OF TARGET LE POSITIONS, FORMULA USED BY NPS IN DETERMINING LE STAFFING LEVELS.
IMR - CANY, ZION, GRCA - a 2011 report from Zion referring to medical incidents within the park and potentially might refer to their relation to the ban on single-use water bottles. I would also like to know if any medical information is available regarding incidents of dehydration of park visitors pre and post 2011 for Grand Canyon National Park and Canyonlands National Park.
I am the Administrative Officer for De Soto National Memorial. I'd like to make a FOIA request for the investigative report of which I was a principal party in.
Documentation regarding time off requests from Julie that will better help us understand how much time she took off work to attend doctor's appointments and/or missed work due to pain caused by her personal injury accident. Pursuant to the Privacy Act and FOIA, the signed Privacy Authorization Form has been attached we request any time off information you can provide from November 24, 2014 through August 9, 2016.
1. The catalogs of social media accounts received by the DOI Office of Communications and Office of the Chief Information Officer. These records are described in the DOI Social Media Policy, Section 1, under the heading Official Use of Social Media and Social Networking at DOI available at <a href="https://www.doi.gov/notices/Social-Media-Policy">https://www.doi.gov/notices/Social-Media-Policy</a> 2. The running list of all official presences of third-party social media Web sites maintained by DOI and described in the policy cited above.
Cont below
Communications between the Trump administrations DOI beachhead team and any U.S. Department of the Interior (DOI) staff containing the phrases climate change, leasing, moratorium, Arctic, methane, or scientific integrity. An adequate search for responsive records will include but not be limited to any communications to or from Kathy Benedetto, Mary Bomar, Karen Budd-Falen, Scott Cameron, Doug Domenech, Daniel Jorjani, Ned Mamula, Thomas Pyle, or Ryan Zinke.
Cont below
[A]ll royalty reports and remittance statements, including all ONRR-2014 forms, submitted to ONRR or its predecessor agencies, for royalty on oil produced from federal leases in Dunn, McKenzie, and Williams counties in North Dakota from November 1, 2011 through October 31, 2016. It is my understanding that wells have unique API prefixes by state and county and that the relevant three prefixes are 33025 (Dunn), 33053 (McKenzie) and 33105 (Williams)...
[Reference FGI# 17- 51808] Relevant to INP11PA60582 we seek the following: Copies of all call orders/task orders (including statements of work, funded amounts, and client manager names), and any amendments to those call orders/task orders, issued under Contract INP11PA60582 from beginning of contract to date.
[Reference FGI# 17- 51819] Relevant to ING16PC00022 we seek the following: Copies of the contract, with applicable SOW/PWS.
ONRR Information regarding royalties paid for the following OCS leases located in the Gulf of Mexico, Ship Shoal Area: SS 150 Lease No. OCS 00419, SS 153 Lease No. OCS-G 18011, and SS 154 Lease No. OCS 00420
Requesting records relating to: The rulemaking process that led to development of those sections of the 2015 Proposed Stream Protection Rule and the 2016 Final Stream Protection (SPR) to implement and enforce Title V of the Surface Mining Control and Reclamation Act of (SMCRA) relating to fish and wildlife protection and enhancement provisions as well as to Endangered Species Act-related provisions.
OSMRE's analysis of the alternatives considered through the National Environmental Policy...
Defenders asks that the Agencies provide all records relating to: The Endangered Species Act Section 7 consultation process between FWS and OSMRE on the 2016 final Stream Protection Rule (SPR) to implement and enforce Title V of the Surface Mining Control and Reclamation Act (SMCRA) that resulted in the 2016 Biological Assessment and 2016 Biological Opinion. This request encompasses any informal consultations that preceded the initiation of formal consultation. ....
Will Indian property be placed under "government" control and formal acceptance to trust when the deed recorded at the county is a deed signed by an Area Director as accepting it for trust lacks both of the following: (1) there is no phrase in the deed that states that the lands are "restricted from alienation unless approved by the Secretary" and when (2) the Alta Title Policy will not warrant the property as titled to the U.S. Government in trust but will warranted it only for fee simple?

New FOIA's: 2/1-2/8/17					
Total Number Of Records: 217					
Bureau	FOIA Number	Date Received	Requester Last Name	Requester First Name	Requester Organization
Bureau Of Indian Affairs	BIA-2017-00844	7-Feb-17	BAGLEY	RENE	
Bureau Of Indian Affairs	BIA-2017-00840	6-Feb-17	HOLLAND	MIKE	
Bureau Of Indian Affairs	BIA-2017-00839	6-Feb-17	LIEBMAN	CHRISTOPHER	Law Office of Christopher Liebman
Bureau Of Indian Affairs	BIA-2017-00838	6-Feb-17	BARBY	READ	
Bureau Of Indian Affairs	BIA-2017-00837	6-Feb-17	NUNLEY	BRENDA	
Bureau Of Indian Affairs	BIA-2017-00835	6-Feb-17	BARBY	JERRY	
Bureau Of Indian Affairs	BIA-2017-00834	6-Feb-17	MOORE	GORDON	
Bureau Of Indian Affairs	BIA-2017-00833	6-Feb-17	MOORE	MISHA	
Bureau Of Indian Affairs	BIA-2017-00832	6-Feb-17	ROBERTS	DIANNE	
Bureau Of Indian Affairs	BIA-2017-00826	6-Feb-17	Reyes	Emilio	
Bureau Of Indian Affairs	BIA-2017-00802	7-Feb-17	Schultz	Jay	The Schultz Law Firm, Prof. LLC
Bureau Of Indian Affairs	BIA-2017-00799	6-Feb-17	DuMarce	Marlon	
Bureau Of Indian Affairs	BIA-2017-00794	6-Feb-17	Blackburn	Shereah	
Bureau Of Indian Affairs	BIA-2017-00793	7-Feb-17	Debord	Carmen	
Bureau Of Indian Affairs	BIA-2017-00792	6-Feb-17	FRERICKS	SHAWN	
Bureau Of Indian Affairs	BIA-2017-00788	7-Feb-17	Poncho	Kaylynn	
Bureau Of Indian Affairs	BIA-2017-00787	7-Feb-17	Poncho	Kaylynn	
Bureau Of Indian Affairs	BIA-2017-00786	7-Feb-17	Poncho	Kaylynn	
Bureau Of Indian Affairs	BIA-2017-00785	6-Feb-17	Bogardus	Kevin	E&E News
Bureau Of Indian Affairs	BIA-2017-00784	1-Feb-17	Andrews	David	
Bureau Of Indian Affairs	BIA-2017-00783	3-Feb-17	Johnson	Reva	
Bureau Of Indian Affairs	BIA-2017-00780	6-Feb-17	Brynelson	Troy	The Columbian
Bureau Of Indian Affairs	BIA-2017-00779	6-Feb-17	Kengor	Adam	
Bureau Of Indian Affairs	BIA-2017-00778	3-Feb-17	Alvarez	Clarissa	Pueblo of Pojoaque
Bureau Of Indian Affairs	BIA-2017-00777	6-Feb-17	FISCHER	BEVERLY	
Bureau Of Indian Affairs	BIA-2017-00776	6-Feb-17	SPITZER	MARA SUE	
Bureau Of Indian Affairs	BIA-2017-00775	6-Feb-17	Little	Owen	Inn of the Mountain Gods
Bureau Of Indian Affairs	BIA-2017-00774	3-Feb-17	Bogardus	Kevin	E&E news
Bureau Of Indian Affairs	BIA-2017-00773	6-Feb-17	Kenney	Brett	Dorsay and Easton

Subject
SPRO - RE: GUYMON GAMING Requester seeking Secretarial Determination and Supporting Documents sent to Governor Fallin regarding Shawnee Tribe's proposed gaming establishment near Guymon, OK.
SPRO - RE: GUYMON GAMING Requester seeking Secretarial Determination and Supporting Documents sent to Governor Fallin regarding Shawnee Tribe's proposed gaming establishment near Guymon, OK.
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SPRO - RE: GUYMON GAMING Requester seeking Secretarial Determination and Supporting Documents regarding Shawnee Tribes proposed gaming establishment near Guymon, OK.
SPRO - RE: Guymon. Requester wants to immediately review the Secretarial Determination and all supporting documents sent to Governor Fallin from BIA regarding the Trust Acquisition for Gaming known as Golden Mesa Casino. Copies of records and/or any other pertinent information on the arrest and/or jail records of Pechanga memeber Louis Melvin Grijalva and Albert Pio Grijalva.
GREAT PLAINS: All documents - Pine Ridge Range Unit 508 and information on a November 1, 2013 vehicle accident on BIA Route 27.
GREAT PLAINS: Information on boundaries , ownership, history of land in Sisseton, South Dakota - Section 28, Township 126 North and Range 51 West; and history of Tekakwitha Nursing Home homesite.
OJS-DV-LE (B. Stiller) Copy of police report
Gaming - Any revenue allocation plan submitted by the Seminole Tribe of Florida to Office of Indian Gaming between 2005 and the present. . . .
OJS-DI-LE COPY OF POLICE REPORT
OJS-D4-LE (K. Cervantes) Copy of Police Report
OJS-D4-LE (K. Cervantes) Copy of Police Report
OJS-D4-LE (K. Cervantes) Copy of Police Report
DASM-Correspondence-I request all communications records that mention ¿Trump,¿ ¿lvanka,¿ ¿Kushner¿ and/or ¿Observer¿ in the to/from field of your agency¿s correspondence log from Jan. 1 to Feb. 1, 2017. Please consider any emails, letters, memorandums, text messages, voice and video recordings as well as other documented forms of communication found in your agency¿s correspondence log that mention one or more of these terms as responsive records to my request.
Western- Sylvia Barbar Andrews Probate
OJS-D4-LE (Billie, E.) Copy of Police Report
Indian Gaming-I'm requesting the official files or dossiers the Department of the Interior and/or the Bureau of Indian Affairs has on the Mohegan Tribal Authority, the Cowlitz Tribe of Indians, Salishan-Mohegan LLC and Ilani Casino Resort, the Washington casino slated to open this spring.
DASM-OHCM-I request access to and copies of the qualifications and anything in writing or electronic format such as resumes and supporting documents, that shows these qualifications of successful, selected applicants to announcement CD-15-PQ1315403 (DEU), Criminal Investigator.
OJS-D4-LE (Chavarria, M.) Copy of case report.
OJS-DI-LE COPY OF POLICE REPORT
OJS-DI LE COPY OF POLICE REPORT
OJS-D4-LE (K. Cervantes) Copy of Police Report
DASM-OHCM-I request a list of ¿special government employees¿ (SGEs) employed by the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017. A SGE is an agency employee that performs temporary duties, with or without compensation, for not more than 130 days during any period of 365 consecutive days, as defined in 18 U.S.C § 202.
NORTHWEST: I request any communications or documents dated November 10, 2016 to February 2, 2017, regarding any potential, pending, requested or final opinion, determination or conclusion of any kind on the subject of whether the Cow Creek Band of Umpqua Indians is impacted by, covered under, or affected by the United States Supreme Court's decision in Carcier v. Salazar, 555 U.S. 379 (2009), known as the "Carcieri decision.

Bureau Of Indian Affairs	BIA-2017-00772	3-Feb-17	Bogardus	Kevin	E&E News
Bureau Of Indian Affairs	BIA-2017-00770	3-Feb-17	Bogardus	Kevin	E&E News
Bureau Of Indian Affairs	BIA-2017-00769	2-Feb-17	Lake	Bud	
Bureau Of Indian Affairs	BIA-2017-00768	6-Feb-17	Warren	Thomas	
Bureau Of Indian Affairs	BIA-2017-00767	6-Feb-17	Candelaria	Jolene	
Bureau Of Indian Affairs	BIA-2017-00766	3-Feb-17	Bogardus	Kevin	E&E News
Bureau Of Indian Affairs	BIA-2017-00764	3-Feb-17	MARTIN	LAVETTE	
Bureau Of Indian Affairs	BIA-2017-00763	3-Feb-17	LEBEAU	LETISE	
Bureau Of Indian Affairs	BIA-2017-00762	3-Feb-17	Oliver	Nicolas	County of Sonoma
Bureau Of Indian Affairs	BIA-2017-00760	3-Feb-17	Armendariz	Julianne	Metropolitan Reporting Bureau
Bureau Of Indian Affairs	BIA-2017-00758	3-Feb-17	Janisch	Jennifer	CBS News
Bureau Of Indian Affairs	BIA-2017-00757	3-Feb-17	Shelton	T. Craig	
Bureau Of Indian Affairs	BIA-2017-00754	3-Feb-17	Attocknie	Michael	Caddo Nation
Bureau Of Indian Affairs	BIA-2017-00753	2-Feb-17	Valencia	Kym	
Bureau Of Indian Affairs	BIA-2017-00752	1-Feb-17	Shipman	Leatta	
Bureau Of Indian Affairs	BIA-2017-00750	2-Feb-17	Cate	Christina	
Bureau Of Indian Affairs	BIA-2017-00749	1-Feb-17	McQUEEN	KERRY	Sharp McQueen, PA
Bureau Of Indian Affairs	BIA-2017-00748	2-Feb-17	Stagg	Thomas	Warm Springs Productions
Bureau Of Indian Affairs	BIA-2017-00747	1-Feb-17	GAGE-BAKER	MARY	
Bureau of Land Management	BLM-2017-00322	2-Feb-17	Nichols	Jeremy	WildEarth Guardians
Bureau of Land Management	BLM-2017-00321	1-Feb-17	Prall	Kyle	
Bureau of Land Management	BLM-2017-00315	3-Feb-17	Nichols	Jeremy	Wild Earth Guardians
Bureau of Land Management	BLM-2017-00310	6-Feb-17	Carpenter	Michael	
Bureau of Land Management	BLM-2017-00306	1-Feb-17	Dumais	Laura	PEER
Bureau of Land Management	BLM-2017-00300	6-Feb-17	Townsend	Margaret	
Bureau of Land Management	BLM-2017-00291	7-Feb-17	Anderson	Greta	Western Watersheds
Bureau of Land Management	BLM-2017-00286	6-Feb-17	Bogardus	Kevin	E&E News



DASM-FOIA- request all records concerning FOIA request logs maintained by the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017. The logs should detail the request's control number, the date it was received, who made the request, what company or organization they were from and the request's subject. Please consider this request a separate request directed to each bureau under DOI.
D, BIA- All documents related to the Department of the Interior (DOI) employees' ethics waivers in resolving financial conflicts of interest from Jan. 1 to Feb. 1, 2017. These documents are maintained by federal agencies and are released to the public upon request under 18 U.S.C. 208.
RMR C52 - requester is seeking historical information on certain individuals.
OJS-D4-LE (K. Cervantes) Copy of Police Report
OJS-D4-LE (K. Cervantes) Copy of Police Report
DASM-Correspondence-I request all records concerning all logs of correspondence that record letters from members of Congress to the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017. The logs should detail the correspondence's control number, the date it was received, what congressional office sent it and its subject.
OJS-DI-LE COPY OF POLICE REPORT
OJS-DI-LE COPY OF POLICE REPORT
PACIFIC -
1. Copies of all pending fee-to-trust applications for land located within Sonoma County, California.
2. Copies of decisional documents for all closed fee-to-trust applications for land located within Sonoma County, California, whether approved or denied.
3. Copies of records, or an index or catalogue, that describe the location and acreage of all lands located in Sonoma County, California,
OJS-DV-LES (B. Stiller) Copy of Police Report
DASM-FOIA- A copy of all emails from the domain EOP.gov to senior managers encompassed within the required agency system for retaining emails of senior officials. Frequently this records management policy/system is described by the name Capstone. <a href="https://www.archives.gov/records-mgmt/grs/grs06-1-faqs.html">https://www.archives.gov/records-mgmt/grs/grs06-1-faqs.html</a> I limit this request to the time period January 20, 2017 to the present.
DASM-OCFO- request copies of the approved deviation from buy indian act form, along with all bid abstracts.
OJS-D2-LE (Maytubby, K) Request Police Report.
OJS-D4-LE (Chavarria, M.) Incident Report
NORTHWEST: I am seeking records as pertaining to Vernon Shipman, AKA: Pete Shipman.
OJS-D4-LE (Smart, O.) Copy of Police Report
SPRO-Attorneys want to review all Docs associated to Guyman proposed casino. To include viewing Secretarial determination sent to Gov. Fallin and supporting documents.
RMR C57 - Request seeks information on The Two Moons Monument in Busby, MT.
OJS-DI-LE COPY OF POLICE REPORT
UTSO-2017-21 Records concerning to Interior Board of Land Appeals (IBLA) May 6, 2016 ruling in WildEarth Guardians, 187 IBLA 349 (Ruling held that BLM FMs were not delegated authority to approve coal leases by application 187 IBLA 349, 353. Records concerning IBLA August 25, 2016 orders in Appeal Nos. IBLA 2016-79 and 2016-80. These orders held that BLM FMs were not delegated authority to approve coal lease modifications.
UTSO 2017-20 All data, both physical and electronic, related to the land referenced in the attached forms submitted by the Utah BLM to the US Congress. The land was deemed disposable by the BLM in response to a request from the US Congress for a report of lands categorized as such. Request associated appraisals, maps, geographic data, photos, surveys, legal documents, and any other data associated w/the land identified by the BLM UT.
WY--Records relating to 187 IBLA 349, 353 May 6, 2016 ruling.
Records relating to IBLAs 8/25/16 court appeals NOs 2016-79 & 2016-80
"I am looking for all reports and emails related to a K9 bite that involved me, Michael Carpenter and K9 Officer Ranger on March 3, 2016. The information I am looking for is all reports surrounding the investigation by Special Agent (SA) Van Airdale in regards to the K9 bite and a OIG complaint I filled on SA Van Airdale between March 7 and March 20th"
A summary of all incidents of violence, threats, or harassment against BLM employees that occurred in calendar year 2016. The summary should include the date, location, and nature of the incident or threat together with a summary of what, if any, outcomes stemmed from the incident or threat.
NV-2017-019 Oil and Gas Sales Documents
1. Provide WWP with a copy of the spreadsheet or any other document that identifies the required allotment prioritization and timelines under IM 2016-141; or
2. Provide WWP with an explanation of why field offices in your state have not met the deadline; and,
3. Provide WWP with a timeline for anticipated completion the required spreadsheet.
From Jan. 1 to Feb. 1, 2017: all records concerning all logs of correspondence that record letters from members of Congress to the BLM; all records concerning FOIA request logs maintained by BLM and all records concerning communications between any individuals affiliated with and/or employed by BLM's Office of the Director and any individuals affiliated with and/or employed by the Trump Organization, the Ivanka Trump apparel and accessories brand, the Kushner Companies and/or Observer Media

Bureau of Land Management	BLM-2017-00284	7-Feb-17	Cole	Kenneth	Western Watersheds Project
Bureau of Land Management	BLM-2017-00283	3-Feb-17	Salisbury	Liza	Devon
Bureau of Land Management	BLM-2017-00282	7-Feb-17	Greene	Jake	
Bureau of Land Management	BLM-2017-00280	7-Feb-17	Taylor	Andrew	Budd-Falen Law Offices
Bureau of Land Management	BLM-2017-00279	3-Feb-17	Fodor	Stephan	Fodor Law Office, PC
Bureau of Land Management	BLM-2017-00278	3-Feb-17	Prall	Kyle	
Bureau of Land Management	BLM-2017-00276	2-Feb-17	Prall	Kyle	
Bureau of Land Management	BLM-2017-00274	1-Feb-17	Bell	Loren	
Bureau of Land Management	BLM-2017-00273	1-Feb-17	Bell	Loren	
Bureau of Land Management	BLM-2017-00272	2-Feb-17	Nichols	Jeremy	WildEarth Guardians
Bureau of Land Management	BLM-2017-00269	3-Feb-17	Jensen	Steve	Siegfried and Jensen
Bureau of Land Management	BLM-2017-00267	1-Feb-17	Prall	Kyle	
Bureau of Land Management	BLM-2017-00266	3-Feb-17	Kelly	Jackie	
Bureau of Land Management	BLM-2017-00265	2-Feb-17	Nichols	Jeremy	Wild Earth Guardians
Bureau of Land Management	BLM-2017-00264	2-Feb-17	Prall	Kyle	
Bureau of Land Management	BLM-2017-00263	2-Feb-17	Nichols	Jeremy	Wild Earth Guardians
Bureau of Land Management	BLM-2017-00262	1-Feb-17	Prall	Kyle	
Bureau of Land Management	BLM-2017-00261	2-Feb-17	Prall	Kyle	
Bureau of Land Management	BLM-2017-00260	2-Feb-17	Taylor	Roy	
Bureau of Land Management	BLM-2017-00257	2-Feb-17	Prall	Kyle	
Bureau of Land Management	BLM-2017-00255	2-Feb-17	Schetzle	Greg	
Bureau of Land Management	BLM-2017-00254	1-Feb-17	Townsend	Margaret	Center for Biological Diversity
Bureau of Land Management	BLM-2017-00253	1-Feb-17	Gosar	F. Gaston	
Bureau of Land Management	BLM-2017-00252	1-Feb-17	Bell	Loren	
Bureau of Ocean Energy Management	BOEM-2017-00063	3-Feb-17	Townsend	Margaret	Center for Biological Diversity

ID-2017-19: Slickspot Peppergrass (SP). All communications from/between livestock permittees & BLM including, phone records, letters, emails, other correspondence, memos, emails, notes, on file regarding grazing and SP and all documents pertaining to consultation with the US Fish & Wildlife Service regarding SP; all data and monitoring, field data, data on presence/absence or location of SP, maps, trend data, and any other monitoring information. Timeframe is from 10-01-2009 to date of search.
NM 2017-013 Oil and Gas Lease TXNM 101031 in Denton County, TX. Reviews, studies, data, relating to alleged drainage of the lease. Emails, letters or other correspondence, agenda and meeting minutes re drainage calculations re internal or external meetings related to drainage of this lease.
NM 2017-014 All documents exchanged or recording communication between BLM including NMSO, Albuquerque, Farmington and Pecos Districts, and any official or employee of the City of Santa Fe, NM, about the proposed shooting range west of the Santa Fe Airport. Period of July 1, 2016 through February 7, 2017.
WY--Records relating to CRUP 427-WY-SR14 and BLMs decision to renew permit.
WY-Records relating to ROW WYW184653 BLM granted to Teton County on 9/22/16.
ID-2017-18: Request a copy of all data, both physical and electronic, related to the land referenced in the attached forms submitted by the Idaho BLM to the US Congress. Includes; all associated appraisals, maps, geographic data, photos, surveys, legal documents, and any other data associated with the land identified by the BLM in attached forms.
AZ-17-007 Regarding land deemed disposable. Request all data both physical and electronic related to land that is referenced in forms submitted to the US Congress to include, associated appraisals, maps geographic data, photos, surveys, legal documents, and any other data BLM has that is associated.
AZ-17-006 Request for 1)a detailed description of all the AZ land listed in "Lands Potentially Available for Disposal, March 28, 1997"; 2)Complete justification for why each land was specifically determined; 3)Digital Maps
NM 2017-012 A detailed description of all NM lands listed in: Lands Potentially Available for Disposal, March 28, 1997 including their specific physical location. The complete justification for why each of the NM lands listed in this were specifically determined to be "available for disposal." A digital map of all NM lands listed in this that includes all relevant borders and extent of each area referenced.
Records relating to May 6, 2016, IBLA ruling in 187 IBLA 349.
WY--LE investigation near FDL Energy Complex
CO-17-017 Requesting a copy of all data, both physical and electronic, related to the land referenced in the attached forms submitted by the Colorado BLM to the US Congress. The land was deemed disposable by the BLM in response to a request from the US Congress for a report of on the land categorized as such.
Requesting records on herself.
CO-17-016 Requesting any and all records concerning or relating in any way to the Interior Board of Land Appeal (IBLA) May 6, 2016 ruling in WildEarth Guardians, 187 IBLA 349. This ruling held that BLM Field Managers were not delegated authority to approve coal leases by application. 187 IBLA 349, 353. This IBLA ruling is attached to this FOIA request as Exhibit 1.
WY--Copy of all data, both physical and electronic, related to the land referenced in the attached forms submitted by the Wyoming BLM to the US Congress (WY & NE). The land was deemed disposable by the BLM in response to a request from the US Congress for a report of on the land categorized as such. Please send all associated appraisals, maps, geographic data, photos, surveys, legal documents, and any other data associated with the land identified by the BLM in the attached forms.
CO-17-015 Requesting any and all records concerning or relating in any way to the BLM's proposal to offer oil and gas lease parcels for competitive sale on March 9, 2017
NV-2017-017 Disposable land reports submitted by BLM to Congress
OR-2017-033 Request for all data, both physical and electronic, referenced on 19 disposal report forms that were submitted by the Oregon BLM to US Congress. The request includes all associated appraisals, maps, geographic data, photos, surveys, legal documents, and any other data associated with the land identified in the BLM disposal report forms.
MT/Daks: Grazing files from Malta FO
MT/Daks: Disposable land data sent to Congress for report
ID-2017-17: Documents, or documents containing the following information; Administration Inquiry (AI) report (created by Ben Pendleton/Rani Simmons), Mark Nielson's (Acting Idaho ASD) Grievance Resolution and ALL supporting documentation concerning Hostile Work Environment Grievance. Dates of documents from September 24, 2015 to December 31, 2015.
CO-17-014 Requesting all records that comprise the decision file for the Bear Creek Watershed Restoration on the Pike National Forest.
WY--Leases WYW127192, WYW120908, Communication Agreement WYW 182916, Unit Agreement WYW138889X, site facility plan, site security plan, APD, well file, site/surface use plan, strapping of tanks and reporting of injury at Antelope 91-29H submitted to BLM by EnCana.
CO-17-013 Requesting a detailed description of all Colorado lands listed in: Lands Potentially Available For Disposal, March 28, 1997 including their specific physical location.
Requests all records used to create the U.S. Department of the Interior Office of Inspector General (OIG) Special Report on the Agreement for the Acquisition and Donation of the Mineral Estate between the United States of America and the Collier Family, finalized in 2005.

Bureau of Ocean Energy Management	BOEM-2017-00061	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Ocean Energy Management	BOEM-2017-00060	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Ocean Energy Management	BOEM-2017-00059	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Ocean Energy Management	BOEM-2017-00058	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Ocean Energy Management	BOEM-2017-00057	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Ocean Energy Management	BOEM-2017-00056	3-Feb-17	Janisch	Jennifer	CBS News
Bureau of Reclamation	BOR-2017-00108	3-Feb-17	Bogardus	Kevis	E&E News
Bureau of Reclamation	BOR-2017-00107	7-Feb-17	Bovee	Brett	WestWater Research, LLC
Bureau of Reclamation	BOR-2017-00105	3-Feb-17	Bogardus	Kevin	E&E News
Bureau of Reclamation	BOR-2017-00104	3-Feb-17	Bogardus	Kevin	E&E News
Bureau of Reclamation	BOR-2017-00102	3-Feb-17	Janisch	Jennifer	
Bureau of Reclamation	BOR-2017-00101	6-Feb-17	Nguyen	Anh	
Bureau of Reclamation	BOR-2017-00100	3-Feb-17	Pelz	Jen	WILDEARTH GUARDIANS
Bureau of Reclamation	BOR-2017-00098	1-Feb-17	Desi	Lewis	
Bureau of Safety and Environmental Enforcement	BSEE-2017-00086	3-Feb-17	Janisch	Jennifer	CBS News
Bureau of Safety and Environmental Enforcement	BSEE-2017-00085	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Safety and Environmental Enforcement	BSEE-2017-00084	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Safety and Environmental Enforcement	BSEE-2017-00083	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Safety and Environmental Enforcement	BSEE-2017-00082	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Safety and Environmental Enforcement	BSEE-2017-00081	6-Feb-17	Bogardus	Kevin	E&E News
Bureau of Safety and Environmental Enforcement	BSEE-2017-00080	3-Feb-17	Laurendine	T	Fairwinds International

All records concerning communications between any individuals affiliated with and/or employed by the office of your agency's leader and any individuals affiliated with and/or employed by the Trump Organization, the Ivanka Trump apparel and accessories brand, the Kushner Companies and/or Observer Media from Jan. 1 to Feb. 1, 2017.
A list of "special government employees" employed by [BOEM] from Jan. 1 to Feb. 1, 2017. A SGE is an agency employee that performs temporary duties, with or without compensation, for not more than 130 days during any period of 365 consecutive days, as defined in 18 U.S.C § 202.
FOIA request logs maintained by the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017. The logs should detail the request's control number, the date it was received, who made the request, what company or organization they were from and the request's subject.
Documents related to [BOEM] employees' ethics waivers in resolving financial conflicts of interest from Jan. 1 to Feb. 1, 2017. These documents are maintained by federal agencies and are released to the public upon request under 18 U.S.C. 208.
Logs of correspondence that record letters from members of Congress to [BOEM] from Jan. 1 to Feb. 1, 2017. The logs should detail the correspondence's control number, the date it was received, what congressional office sent it and its subject. Please redact constituents' names and other personal information detailed in these logs in order to expedite this request.
A copy of all emails from the domain EOP.gov to senior managers encompassed within the required agency system for retaining emails of senior officials. Frequently this records management policy/system is described by the name Capstone. <a href="https://www.archives.gov/records-mgmt/grs/grs06-1-faqs.html">https://www.archives.gov/records-mgmt/grs/grs06-1-faqs.html</a>
Request all records concerning communications between any individuals affiliated with and/or employed by the office of your agency's leader and any individuals affiliated with and/or employed by the Trump Organization, the Ivanka Trump apparel and accessories brand, the Kushner Companies and/or Observer Media from Jan. 1 to Feb. 1, 2017. Feb 6 narrowed to: All communication records that mention Trump, Ivanka, Kushner and/or Observer in the to/from field correspondence log from Jan 1-Feb 1.
PN-17-16: Boise Project storage contract reassignments; list of all storage contract reassignments and/or transfers that have occurred in the Boise Project reservoirs from 1990 thru 2016; approved transfer applications, purchase agreements, deed of sale, and the current all in annual cost of the Trinity Springs storage contract in Anderson Ranch Reservoir.
I request a list of special government employees (SGEs) employed by the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017.
All documents related to the Department of the Interior (DOI) employees' ethics waivers in resolving financial conflicts of interest from Jan. 1 to Feb. 1, 2017.
I request all records concerning FOIA request logs maintained by the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017.
I request all records concerning all logs of correspondence that record letters from members of Congress to the DOI from Jan 1 to Feb 1 2017.
A copy of all emails from the domain EOP.gov to senior managers encompassed within the required agency system for retaining emails of senior officials. Frequently this records management policy/system is described by the name Capstone. <a href="https://www.archives.gov/records-mgmt/grs/grs06-1-faqs.html">https://www.archives.gov/records-mgmt/grs/grs06-1-faqs.html</a>
PN-17-15: Copy of previous FOIA request response (BOR-2015-00165 PN-17-15) concerning the Hagg Lake drownings.
Any and all information, documentation, and correspondence by Reclamation or between the Reclamation and the U.S. Fish and Wildlife Service (Service or FWS), the Bureau of Indian Affairs (BIA), or the BA Partners concerning the Final Biological and Conference Opinion for Bureau of Reclamation, Bureau of Indian Affairs, and Non-Federal Water Management and Maintenance Activities on the Middle Rio Grande, New Mexico dated Dec 2, 2016 (Consultation No. 02ENNM00-2013-F-0033)(2016 BO)
I would like to see the scores and the selection for the hiring position of the General Supply Specialist announcement number BR-LC-16-192.
A copy of all emails from the domain EOP.gov to senior managers encompassed within the required agency system for retaining emails of senior officials. Frequently this records management policy is described by the name Capstone. If the agency has not established NARA-compliant email retention procedures, then I instead request an electronic search of the mailboxes of agency senior managers for all emails that include EOP.gov phrase in the FROM address from 1/20/2017 to the present.
All records concerning communications between any individuals affiliated with and/or employed by the office of your agency's leader and any individuals affiliated with and/or employed by the Trump Organization, the Ivanka Trump apparel and accessories brand, the Kushner Companies and/or Observer Media from Jan. 1 to Feb. 1, 2017
A list of "special government employees" (SGEs) employed by the Department of the Interior (DOI)/BSEE from Jan. 1 to Feb. 1, 2017
All records concerning FOIA request logs maintained by the Department of the Interior (DOI)/BSEE from Jan. 1 to Feb. 1, 2017
All documents related to the Department of the Interior (DOI)/BSEE employees' ethics waivers in resolving financial conflicts of interest from Jan. 1 to Feb. 1, 2017
All records concerning all logs of correspondence that record letters from members of Congress to the Department of the Interior (DOI)/BSEE from Jan. 1 to Feb. 1, 2017
Drawings for Lease Number OCS G09743, Platform A, located in VK 817.

U.S. Fish and Wildlife Service	FWS-2017-00430	2-Feb-17	Morgan	Peter	Sierra Club
U.S. Fish and Wildlife Service	FWS-2017-00428	7-Feb-17	Giles	Mike	North Carolina Coastal Federation
U.S. Fish and Wildlife Service	FWS-2017-00427	5-Feb-17	Caudill	Ruthann	
U.S. Fish and Wildlife Service	FWS-2017-00418	7-Feb-17	Lacey	John	
U.S. Fish and Wildlife Service	FWS-2017-00417	6-Feb-17	Hudak	Christopher	Environmental Advocates
U.S. Fish and Wildlife Service	FWS-2017-00416	3-Feb-17	Janisch	Jennifer	CBS News
U.S. Fish and Wildlife Service	FWS-2017-00415	3-Feb-17	Wright	Michael	Bozeman Daily Chronicle
U.S. Fish and Wildlife Service	FWS-2017-00414	6-Feb-17	Townsend	Margaret	Center for Biological Diversity
U.S. Fish and Wildlife Service	FWS-2017-00413	6-Feb-17	Ruch	Jeff	Public Employees for Environmental Responsibility (PEER)
U.S. Fish and Wildlife Service	FWS-2017-00412	3-Feb-17	Cornell	Maraya	
U.S. Fish and Wildlife Service	FWS-2017-00411	3-Feb-17	Townsend	Margaret	Center for Biological Diversity
U.S. Fish and Wildlife Service	FWS-2017-00410	3-Feb-17	Pelz	Jennifer	
U.S. Fish and Wildlife Service	FWS-2017-00409	6-Feb-17	Kennedy	Beth	
U.S. Fish and Wildlife Service	FWS-2017-00408	3-Feb-17	Bogardus	Kevin	E & E News
U.S. Fish and Wildlife Service	FWS-2017-00407	3-Feb-17	Bogardus	Kevin	E & E News
U.S. Fish and Wildlife Service	FWS-2017-00406	3-Feb-17	Bogardus	Kevin	E & E News
U.S. Fish and Wildlife Service	FWS-2017-00405	3-Feb-17	Bogardus	Kevin	E & E News
U.S. Fish and Wildlife Service	FWS-2017-00404	3-Feb-17	Pelz	Jennifer	
U.S. Fish and Wildlife Service	FWS-2017-00400	3-Feb-17	Sadasivam	Naveena	
U.S. Fish and Wildlife Service	FWS-2017-00399	1-Feb-17	Dumais	Laura	PEER
U.S. Fish and Wildlife Service	FWS-2017-00397	1-Feb-17	Dumais	Laura	PEER
U.S. Fish and Wildlife Service	FWS-2017-00396	2-Feb-17	Lennox	Regina	Conservation Force
U.S. Fish and Wildlife Service	FWS-2017-00395	2-Feb-17	Townsend	Margaret	CBD
U.S. Fish and Wildlife Service	FWS-2017-00394	3-Feb-17	Rawls	John Ellis	
U.S. Fish and Wildlife Service	FWS-2017-00392	2-Feb-17	Dillon	John	Gatzke Dillon & Ballance LLP
U.S. Fish and Wildlife Service	FWS-2017-00391	2-Feb-17	Arrivo	Nicholas	The Humane Society of the United States
U.S. Fish and Wildlife Service	FWS-2017-00388	1-Feb-17	Blake-Orr	Laura	
U.S. Fish and Wildlife Service	FWS-2017-00387	1-Feb-17	Olson	Brian	
U.S. Fish and Wildlife Service	FWS-2017-00385	1-Feb-17	Dumais	Laura	PEER

Communication between USFWS and Office of Surface Mining Reclamation Enforcement or the Virginia Department of Mines, Minerals, and Energy regarding implementation of, or consultation under the ESA for new or existing coal mining operations in VA.
Requester seeks records regarding the Figure 8 Island Homeowners Association Board of Directors (BOD) communications regarding the Biological Opinion as required by the Endangered Species Act for the proposed Terminal Groin Project (¿Project¿) at Figure 8 Island at Rich Inlet.
Requester wants written policies regarding entrance to the FWS building in Falls Church, emails from Katherine Korte, evidence from Mr. Toomey's meeting and why she was so harshly dealt with and surveillance video footage.
big game census estimates on CMR
FEMA Section 7 consultations referral from NOAA
...all emails from domain EOP.gov to senior managers...time period 1/20/17 to present
Correspondence between USFWS and Trump Administration regarding grizzly bears and/or Endangered Species Act between 1/20/17 to 2/3/17
Records that comprise the decision file for consultation, pre-consultation, and/or early consultation on the Corps¿ Areawide Environmental Impact Statement (¿AEIS¿), which covers the South Pasture Extension (SAJ-1993-01395), Desoto Mine (SAJ-2011-01968), Ona Mine (SAJ-2011-01869), and Wingate East Mine (SAJ-2009-03221), and/or the decision files regarding consultation, pre-consultation, early consultation on any of the aforementioned projects.
information related to NBR CCP
Copies of import/export licenses for the following companies, from 2002 to the present: ISF Trading, East Atlantic Seafood, Family Seafood, Inc.
Region 1 and Region 6 all requests for consultation from the federal action agencies, all final Biological Opinions and all letters of concurrence for Cottonwood-type consultations.
Any and all information, documentation, and correspondence by the Service or between the Service and the U.S. Army Corps of Engineers (¿Corps¿) concerning the Programmatic Biological and Conference Opinion for the Rio Grande Floodway, San Acacia to Bosque del Apache Unit project dated September 22, 2016.
records related to Arapahoe NWR prescribe fire
List of "Special Government Employees" employed by DOI Jan. 1 - Feb. 1, 2017.
Records concerning FOIA request logs maintained by DOI Jan. 1 - Feb. 1, 2017
Records concerning all logs of correspondence that record letters from members of Congress to DOI Jan. 1 - Feb. 1, 2017.
Documents related to DOI employees ethics waivers in resolving financial conflicts of interest from Jan. 1 - Feb. 1, 2017
Any and all information, documentation, and correspondence by the Service or between the Service and the U.S. Bureau of Reclamation (¿Reclamation¿), the Bureau of Indian Affairs (¿BIA¿), or the BA Partners concerning the Final Biological and Conference Opinion for Bureau of Reclamation, Bureau of Indian Affairs, and Non-Federal Water Management and Maintenance Activities on the Middle Rio Grande, New Mexico dated December 2, 2016
1) All communications between the following staff members and the state comptroller's office: Benjamin Tuggle, Adam Zerrenner, Ken Ostrand, and Chris Harper
2) All communications between the following researchers and BioWest: Benjamin Tuggle, Adam Zerrenner, Ken Ostrand, and Chris Harper
3) All communications by Benjamin Tuggle, Adam Zerrenner, Ken Ostrand, and Chris Harper relating to the comptroller's office, Habitat Protection Fund, and endangered species.
A summary of all incidents of violence, threats, or harassment against FWS employees reported in Region 7 during the calendar year 2016
Threats and violence against employees in FY2016.
written communications regarding enhancement or non detriment findings between DMA and SMA re: African elephant, leopard or lion in the following states Tanzania, Zambia, and Zimbabwe from 2016-2017.
SPR Policy - Documents referred by NOAA
Seeking PRU on himself
All records related to Susan Wynn's 1/18/2017 Newland Sierra email about a potential vernal pool
All records, whether electronic or physical, related to the actual or suspected take of Mexican wolves (canis lupis baileyi) by traps or snares in the state of New Mexico since December 1, 2015, and
All records, whether electronic or physical, related to the actual or suspected take of Mexican wolves by traps or snares in the state of Arizona since January 1, 2012.
Requester seeks 2016 Annual Report under Migratory Bird Special Purpose Utility Permit (SPUTS) issued to SCANA/South Carolina Electric & Gas Company (SCE&G), Principal Officer Keller Kissam. The reporting period covers January 1, 2016-December 31, 2016. Requester also seeks a copy of any incidental take permit issued to SCANA/SCE&G under the Bald and Golden Eagle Protection Act by USFWS.
Cape's Dam
threats and violence against R6 employees 2016

U.S. Fish and Wildlife Service	FWS-2017-00373	1-Feb-17	Dumais	Laura	
National Park Service	NPS-2017-00525	2-Feb-17	Gosselink	Leila	
National Park Service	NPS-2017-00512	7-Feb-17	Widsteen	Jim	
National Park Service	NPS-2017-00511	7-Feb-17	Torgenson	John	Torgenson Law
National Park Service	NPS-2017-00505	7-Feb-17	PETRELIS	M	PETRELIS FILES
National Park Service	NPS-2017-00504	7-Feb-17	BLUTSTEIN	ALLAN	AMERICA RISING
National Park Service	NPS-2017-00503	7-Feb-17	Shuman	Lorna	
National Park Service	NPS-2017-00502	6-Feb-17	Feron	Rhonda	LexisNexis
National Park Service	NPS-2017-00501	6-Feb-17	BOGARDUS	KEVIN	EE NEWS
National Park Service	NPS-2017-00500	6-Feb-17	BOGARDUS	KEVIN	EE NEWS
National Park Service	NPS-2017-00499	7-Feb-17	Wheeler	Betty	
National Park Service	NPS-2017-00498	6-Feb-17	BOGARDUS	KEVIN	EE NEWS
National Park Service	NPS-2017-00497	6-Feb-17	BOGARDUS	KEVIN	EE NEWS
National Park Service	NPS-2017-00496	6-Feb-17	EMERSON	SARAH	MOTHERBOARD / VICE / MUCKROCK
National Park Service	NPS-2017-00495	6-Feb-17	PEYSER	EVE	GIZMODO
National Park Service	NPS-2017-00494	6-Feb-17	STEPHENSON	EMILY	THOMPSON REUTERS
National Park Service	NPS-2017-00493	2-Feb-17	Zugsberger	Matthew	
National Park Service	NPS-2017-00492	2-Feb-17	Krohn	Cathy	
National Park Service	NPS-2017-00491	6-Feb-17	Brown	Kevin	
National Park Service	NPS-2017-00489	2-Feb-17	MARTIN	ANDREA	BURNS & LEVINSON
National Park Service	NPS-2017-00488	1-Feb-17	ABDO	ALEX	KNIGHT FIRST AMENDMENT INSTITUTE AT COLUMBIA UNIVERSITY
National Park Service	NPS-2017-00487	1-Feb-17	KEEVAN	CHRISTOPHER	SHAW BRANSFORD & ROTH PC
National Park Service	NPS-2017-00486	1-Feb-17	O'CONNOR	BRENDAN	GIZMODO
National Park Service	NPS-2017-00476	1-Feb-17	Galloway	Ann	
National Park Service	NPS-2017-00473	1-Feb-17	DUMAIS	LAURA	PEER
Office of Inspector General	OIG-2017-00070	7-Feb-17	Weismann	Anne	CREW
Office of Inspector General	OIG-2017-00069	3-Feb-17	Emerson	Sarah	MuckRock
Office of Inspector General	OIG-2017-00068	3-Feb-17	Bogardus	Kevin	E&E News
Office of Inspector General	OIG-2017-00067	3-Feb-17	Bogardus	Kevin	E&E News
Office of Inspector General	OIG-2017-00066	3-Feb-17	Bogardus	Kevin	E&E News
Office of Inspector General	OIG-2017-00065	3-Feb-17	Bogardus	Kevin	E&E News
Office of Inspector General	OIG-2017-00064	3-Feb-17	Bogardus	Kevin	E&E News
Office of Inspector General	OIG-2017-00063	2-Feb-17	Dumais	Laura	
Office of Inspector General	OIG-2017-00062	1-Feb-17	Cassello	Mark	



A summary of all incidents of violence, threats, or harassment against FWS employees in Region 2 that occurred in calendar year 2016. The summary should include the date, location, and nature of the incident or threat together with a summary of what if any, outcomes stemmed from the incident or threat (e.g., arrest, conviction, ongoing investigation).
NAMA: Records related to the status of the lease of the Old Post Office by President Trump, his corporations, or his family since August 2016 regarding the status of his current holdings related to the Old Post Office, financial impacts of transference of ownership including to his family or corporations, financial impacts to the federal government. In particular, any decisions that have been made and any communications from the executive branch concerning the Old Post Office since October 2016.
OLYM - CIR NP17010562 1/29/2017 at Olympic NP
Any and all documents regarding the Hualapai Tribe and their river running operations. See attached.
DIR: COPY OF ALL EMAILS FROM THE DOMAIN EOP.GOV TO SENIOR NATIONAL PARK SERVICE MANAGERS SINCE JANUARY 20, 2017 TO THE PRESENT.
DIR: ANY EMAIL SENT OR RECEIVED BY MIKE REYNOLDS THAT MENTIONS DONALD TRUMP FROM NOVEMBER 8 TO NOVEMBER 9, 2016, EXCLUDING NEWS CLIPPINGS OR OTHER PUBLIC SOURCE MATERIALS. EMAILS EXCHANGED BETWEEN ACTING DIRECTOR REYNOLDS AND FORMER DIRECTOR JON JARVIS BETWEEN JANUARY 20, 2017 AND FEBRUARY 1, 2017.
PWR-HR - 2016 Investigation at Joshua Tree NP.
HAVO - MVA report at Hawaii Volcanoes NP
CONTROLLED CORRESPONDENCE: ANY CORRESPONDENCE WITH REPRESENTATIVES OR EMPLOYEES OF TRUMP ORGANIZATION, IVANKA TRUMP APPAREL, KUSHNER ENTERPRISES OR OBSERVER MEDIA
ADIR: COPY OF JANUARY 2017 NPS FOIA LOG
SEKI - CUA for Charles Tibbits, dba Mountain Education Inc. at Sequoia and Kings Canyon NP
HR: COPIES OF ANY ETHICS WAIVERS FOR JANUARY 2017
CLA: COPY OF JANUARY 2017 CONGRESSIONAL CORRESPONDENCE LOG
NRSS: COMMUNICATIONS CONTAINING @CLIMATENPS, "NPS CLIMATE CHANGE TWITTER", <a href="https://twitter.com/CLIMATENPS">HTTPS://TWITTER.COM/CLIMATENPS</a> , AND/OR "NATIONAL PARK SERVICE CLIMATE CHANGE TWITTER" SINCE NOVEMBER 8, 2016
OCOMM & DOI: COPIES OF PHOTOS TAKEN BY ANY EMPLOYEE OR CONTRACTOR OF NPS OR DOI FROM THE VANTAGE POINT OF THE WASHINGTON MONUMENT ON JANUARY 20, 2017.
OCOMM & NCR: INTERNAL ESTIMATES OF ATTENDANCE AT THE JANUARY 20, 2017, INAUGURATION. PHOTOGRAPHS TAKE BY TAMI HEILEMANN OR ANOTHER PHOTOGRAPHER, INCLUDING TIME STAMPS. ALSO REQUESTING ATTENDANCE ESTIMATES FOR PRESIDENT OBAMA'S 2009 INAUGURATION.
PWR- MABO (PORE) - Contract between TL Peterson and NPS and other documents at Point Reyes NS.
LARO - Management of Public Access points at Lake Roosevelt NRA.
SAHI-copy of corres from and to Julia abate dated 2/14/14regarding a laborer positiion
BS: COPIES OF ALL RECORDS RELATING TO AWARDDING OF SHAREPOINT WEB DEVELOPER CONTRACT TO NUAXIS ON OR ABOUT SEPTEMBER 28, 2016.
DIR & OCOMM: ALL DIRECTIVES RELATING TO SPEECH OF GOVERNMENT EMPLOYEES OR CONTRACTORS THAT WAS SENT BY THE WHITE HOUSE SINCE JANUARY 19, 2017. ANY SIMILAR GUIDANCE ISSUED BY THE NPS TO ITS EMPLOYEES OR CONTRACTORS, AS WELL AS ANY DOCUMENTS DRAFTED BY NPS CONTAINING POLICY OR LEGAL GUIDANCE OR INTERPRETATION OR CORRESPONDENCE RELATING TO SPEECH OF EMPLOYEES AND/OR CONTRACTORS.
VRP-OPR: COPIES OF OPR REPORT FOR HIS CLIENT
DIR, OCOMM, & NCR: INAUGURAL PHOTOS, RECORDS RELATING TO A CALL BETWEEN ACTING NPS DIRECTOR MICHAEL REYNOLDS AND THE PRESIDENT ON JANUARY 21, 2017, AND CORRESPONDENCE BETWEEN ACTING NPS DIRECTOR AND THE PRESIDENT BETWEEN JANUARY 20, 2017 AND JANUARY 30, 2017.
BAND - Copy of body camera footage of requester on 12/7/16 from LE Ranger Sutherland re: Service animal interaction.
VRP - SUMMARY OF ALL INCIDENTS OF VIOLENCE, THREATS, OR HARASSMENT MADE AGAINST NPS EMPLOYEES DURING CALENDAR YEAR 2016.
all communications from January 1, 2017 to the present sent to or from anyone within the Executive Office of the President and/or anyone acting on behalf of the Executive Office of the President, including members of the Trump transition team, concerning Deputy Inspector General Mary L. Kendall's tenure in office and/or whether she is being held over on a temporary basis only.
All complaints filed with the Department of the Interior's Office of the Inspector General between November 8, 2016 until the time this request is processed.
all communications records that mention ¿Trump,¿ ¿Ivanka,¿ ¿Kushner¿ and/or ¿Observer¿ in the to/from field of your agency's correspondence log from Jan. 1 to Feb. 1, 2017.
a list of ¿special government employees¿ (SGEs) employed by the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017.
all records concerning FOIA request logs maintained by the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017.
All documents related to the Department of the Interior (DOI) employees' ethics waivers in resolving financial conflicts of interest from Jan. 1 to Feb. 1, 2017.
all logs of correspondence that record letters from members of Congress to the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017.
requests the full report, including all supporting documentation and/or exhibits regarding Investigative Report of Ethical Violations and Misconduct by Bureau of Land Management Officials
FOIA request for NPS response regarding OI-HQ-16-0887-R

Office of Inspector General	OIG-2017-00061	1-Feb-17	Jones	Cheryl	
Office of Inspector General	OIG-2017-00060	1-Feb-17	Kane	Jenny	
Office of Inspector General	OIG-2017-00059	1-Feb-17	Kane	Jenny	
Office of the Secretary	OS-2017-00272	7-Feb-17	Walsh	Matthew	
Office of the Secretary	OS-2017-00271	7-Feb-17	Messinger	Michael	
Office of the Secretary	OS-2017-00270	3-Feb-17	Bogardus	Kevin	
Office of the Secretary	OS-2017-00269	6-Feb-17	Leopold	Jason	Buzzfeed News
Office of the Secretary	OS-2017-00268	6-Feb-17	Shapiro/Leopold	Ryan/Jason	Berkman Klein Center for Internet & Society
Office of the Secretary	OS-2017-00267	6-Feb-17	Townsend	Margaret	Center for Biological Diversity
Office of the Secretary	OS-2017-00266	6-Feb-17	Zou	Jie Jenny	Center for Public Integrity
Office of the Secretary	OS-2017-00265	6-Feb-17	O'Connor	Brendan	The Gawker Media Group
Office of the Secretary	OS-2017-00264	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00263	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00262	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00260	6-Feb-17	Bogardus	Kevin	
Office of the Secretary	OS-2017-00259	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00258	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00257	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00255	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00254	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00253	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00252	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Secretary	OS-2017-00251	6-Feb-17	Voorhees	Josh	Slate.com
Office of the Secretary	OS-2017-00250	3-Feb-17	Janisch	Jennifer	CBS News
Office of the Secretary	OS-2017-00249	3-Feb-17	Smith	Susan	

Report of Investigation, which includes a copy of the completed Report of Investigation; a copy of the Investigative Summary; and a copy of the interviews, statements and affidavits of each management official/employee interviewed by the OIG.
all reports produced by your office and complaints filed with your office that include Dan Love, an employee of the Bureau of Land Management.
unredacted version of the Investigation of Ethical Misconduct and Violations by BLM Supervisory Agent
All communication during the time period from November 8, 2016, and February 6, 2017, between the DOI Office of Insular Affairs and the following members of Congress: Delegate Amata Coleman Radewagen of American Samoa, Delegate Madeleine Bordallo of Guam, Delegate Gregorio Sablan of the Northern Mariana Islands, and Delegate Stacey Plaskett of the US Virgin Islands.
Any and all emails received by the Secretary, or, if the position of Secretary was vacant, the acting secretary or other person designated to lead the agency, from all email addresses containing "@who.eop.gov", between the dates of January 23, 2017 and January 24, 2017, inclusive.
all communications that mention Trump, Ivanka, Kushner, and/or Observers in the to/from field of your agency's correspondence log from Jan. 1 to Feb. 1, 2017. any emails, letters, memorandums, text messages, voice and video recordings as well as other documented forms of communication found in your agency's correspondence log that mention one or more of these terms. Personally Identifiable Information as not responsive to my request. separate request directed to each bureau under DOI
1. Any and all records constituting, mentioning, or referring to a directive to any and all DOI employees and/or contractors to shutdown, restrict utilization of, and/or reactivate any and all Twitter accounts. 2. Any and all records constituting, mentioning, or referring to any and all communications (including emails) between any and all DOI employees and/or contractors and Donald Trump or senior administration officials mentioning or referring to any and all Twitter accounts.
Cont below.
All records used to create the U.S. Department of the Interior Office of Inspector General (OIG) Special Report on the Agreement for the Acquisition and Donation of the Mineral Estate between the United States of America and the Collier Family, finalized in 2005.
Requesting machine-readable copies of all case file documents relating to the Island Operating Co. case with DOI's Office of Hearing and Appeals, Interior Board of Land Appeals. This would include all appeal documents, including any amicus filings, exhibits, etc. This case was decided on September 25, 2015 and is identified as IBLA-2013-137.
Non-disclosure agreements that the agency has entered into as a party; Non-disclosure agreements that the agency has required staff to enter into as a party. date range: 11/8/16 to date received
All records concerning logs documenting who has visited the Department of the Interiors headquarters, the Stewart Lee Udall Department of the Interior Building, at 1849 C Street NW, Washington, DC 20240 from Dec. 1, 2016 to Jan. 1, 2017.
All records of communications between your agency leaders offices and the Trump Organization and other various Trump-related businesses.
Records of all responses to Questions for the Record provided to Congress from the Department of the Interior (DOI) from Jan 1, 2017 to Feb 1, 2017.
All records concerning logs documenting who has visited the Department of the Interiors headquarters, the Stewart Lee Udall Department of the Interior Building, at 1849 C Street NW, Washington, DC 20240 from Jan. 1 to Feb. 1, 2017.
All records concerning Interior Deputy Secretary Mike Connors schedule from Jan. 1, 2017 to Feb. 1, 2017.
All records concerning Interior Secretary Sally Jewells schedule from Jan. 1, 2017 to Feb. 1, 2017.
Request a list of special government employees (SGEs) employed by the Department of the Interior (DOI) from Jan 1, 2017 to Feb 1, 2017.
Request all records concerning FOIA request logs maintained by the Department of the Interior (DOI) from Jan 1, 2017 to Feb 1, 2017.
All documents related to the Department of the Interior (DOI) employees' ethics waivers in resolving financial conflicts of interest from Jan 1, 2017 to Feb 1, 2017.
All records concerning all logs of correspondence that record letters from members of Congress to the Department of the Interior (DOI) from Jan 1, 2017 to Feb 1, 2017.
All records concerning Interior Secretary Sally Jewell and Acting Interior Secretary Jack Haugruds schedule from Jan. 1 to Feb. 1, 2017.
Copy of any records of communications, including but not limited to emails, between the Department of Interior and the Trump Organization, including but not limited to those involving the following company representatives: Donald J. Trump, Jr.; Eric Trump; Ivanka Trump, Allen Weisselberg, George Sorial, Jim Petrus, Matthew Calamari, Alan Garten, Michael Cohen, Jason Greenblatt, Rhona Graff, Larry Glick, Ronald Lieberman, Jeff Wagoner, Andrew Weiss, and Jill Martin.
A copy of all emails from the domain EOP.gov to senior managers encompassed within the required agency system for retaining emails of senior officials. Frequently this records management policy/system is described by the name Capstone.
<a href="https://www.archives.gov/records-mgmt/grs/grs06-1-faqs.html">https://www.archives.gov/records-mgmt/grs/grs06-1-faqs.html</a>
All information referenced in the OMB directive known as Management Procedures Memorandum No. 201501, as it pertains to the Department of the Interior, including but not limited to the resulting of:
1. the Final Real Property Efficiency Plan&#894; and 2. the certification of the FRPP Data.

Office of the Secretary	OS-2017-00248	3-Feb-17	Peyser	Eve	
Office of the Secretary	OS-2017-00247	3-Feb-17	McQueen	Kerry	
Office of the Secretary	OS-2017-00246	3-Feb-17	Smith	Justin	University of Idaho
Office of the Secretary	OS-2017-00242	2-Feb-17	French	Lawrence	
Office of the Secretary	OS-2017-00241	1-Feb-17	Petrelis	Michael	
Office of the Secretary	OS-2017-00240	1-Feb-17	Smith	Mac	Doney Crowley P.C.
Office of Surface Mining	OSM-2017-00035	2-Feb-17	Smith	Justin	University of Idaho Library
Office of Surface Mining	OSM-2017-00034	3-Feb-17	Janisch	Jennifer	CBS News
Office of Surface Mining	OSM-2017-00033	3-Feb-17	Bogardus	Kevin	E&E News
Office of Surface Mining	OSM-2017-00032	3-Feb-17	Bogardus	Kevin	E&E News
Office of Surface Mining	OSM-2017-00026	3-Feb-17	Bogardus	Kevin	E&E News
Office of Surface Mining	OSM-2017-00025	3-Feb-17	Bogardus	Kevin	E&E News
Office of Surface Mining	OSM-2017-00022	3-Feb-17	Bogardus	Kevin	E&E News
Office of the Solicitor	SOL-2017-00081	3-Feb-17	Townsend	Margaret	Center for Biological Diversity

<p>All photos taken by any employee or contractor of the Department of the Interior from the vantage point of the Washington Monument on January 20, 2017.</p> <p>If any photos were deleted or destroyed in any manner I also request all correspondence related to the destruction of said photos.</p>
<p>1. A copy of the written notification of the Secretarial Determination and Findings of Fact sent to Oklahoma Governor Mary Fallin as described in 25 CFR Part 292.22(a) relating to whether the gaming establishment proposed by the Shawnee Tribe outside of Guymon, Oklahoma is in the best interests of the tribe and its members and whether it would or would not be detrimental to the surrounding community as those terms are used in 25 CFR Part 292.21 (a).</p> <p>[Continued below.]</p>
<p>The following document produced for the Department of the Interior in 1979:</p> <p>Sheridan, David. "Mineral Resource Decisions on Federal Lands: Six Case Studies," study prepared for the Department of Interior (1979).</p>
<p>Technical Assistance Grant of the Department of Interior Office of Insular Affairs DI3AP000125-TAP-AS-2013-4 Issued to The Government of American Samoa (ASG), Department of Commerce.</p> <p>the original application: all written reports to and from ASG for this grant any contracts, professional services agreements, purchase orders, that were made for this Grant that are in your files ASG time extension and authorisation of time extension all emails to and from ASG in reference to this grant</p>
<p>[C]opies of all video tapes recorded by the National Park Service on Friday, January 20, 2017, of the inauguration of the 45th President of the United States.</p> <p>[S]eeking videos films of the inauguration ceremony at the U.S. Capital and of the crowds gathered on the National Mall. I wish to receive all such video recorded from 11 am through 2 pm on January 20, 2017, at the said locations.</p>
<p>All comments, announcements, emails, letters, written correspondence, reports, drafts, messages, memorandum, telephone records, internal notes, or any other form of communication relating to the two year federal moratorium on new mining claims on approximately 30,000 acres of land near Yellowstone National Park.</p> <p>This request includes any documents dated between January 1, 2016 and present.</p>
<p>I am writing you in search of a document produced for the Department of the Interior in 1979, which one of our library patrons has requested. See citation: Sheridan, David. "Mineral Resources Decisions on Federal Lands: Six Case Studies," study prepared for the Department of Interior (1979). As a public institution we would hope to have any fees waived for the search and reproduction of this document. However, we are willing to pay up to \$35.</p>
<p>Requesting records from the following electronic search: a copy of all emails from the domain EOP.gov to senior managers encompassed within the required agency system for retaining emails of seniors officials. Frequently this records management policy/system is described by the name Capstone. <a href="https://www.archives.gov/records-mgmt/grs/06-1-faqs.html">https://www.archives.gov/records-mgmt/grs/06-1-faqs.html</a>.....</p>
<p>I request all records concerning all logs of correspondence that record letters from members of Congress to the Department of the Interior (DOI) from Jan 1 to Feb 1, 2017. The logs should detail the correspondence's control number, the date it was received, what congressional office sent it and its subject. Please redact constituents' names and other personal information detailed in these logs in order to expedite this request.....</p>
<p>All documents related to the Department of the Interior (DOI) employees' ethics waivers in resolving financial conflicts of interest from Jan. 1 to Feb 1, 2017. These documents are maintained by federal agencies and released to the public upon request under 18 U.S.C. 208. Please consider this request a separate request directed to each bureau under DOI. I prefer to receive responses to these requests in electronic form.....</p>
<p>I request all records concerning FOIA request logs maintained by the Department of the Interior (DOI) from Jan. 1 to Feb. 1, 2017. The logs should detail the request's control number, the date it was received, who made the request, what company or organization they were from and the request's subject. Please consider this request a separate request directed to each bureau under DOI. I prefer to receive responses to these requests in electronic form.....</p>
<p>I request a list of "special government employees" (SGEs) employed by the Department of the Interior (DOI) from Jan. 1 to Feb 1, 2017. A SGE is an agency employee that performs temporary duties, with or without compensation, for not more than 130 days during any period of 365 consecutive days, as defined in 18 U.S.C. 202. Please consider this request a separate request directed to each bureau under DOI. I prefer to receive responses to these requests in electronic form.....</p>
<p>I request all records concerning communications between any individuals affiliated with and/or employed by the office of your agency's leader and any individuals affiliated with and/or employed by the Trump Organization, the Ivanka Trump apparel and accessories brand, the Kushner Companies and/or Observer Media from Jan. 1. to Feb 1, 2017. Please consider an emails, letters, memorandums, text messages, voice and video recordings as well as other documented forms of communication between.....</p>
<p>All records used to create the US DOI OIG Special Report on the Agreement for the Acquisition and Donation of the Mineral Estate between the United States of America and the Collier Family, finalized in 2005.</p>

Office of the Solicitor	SOL-2017-00080	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Solicitor	SOL-2017-00079	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Solicitor	SOL-2017-00077	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Solicitor	SOL-2017-00076	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Solicitor	SOL-2017-00075	6-Feb-17	Bogardus	Kevin	E&E News
Office of the Solicitor	SOL-2017-00074	3-Feb-17	Abdo	Alex	Knight First Amendment Institute at Columbia University
Office of the Solicitor	SOL-2017-00073	3-Feb-17	Janisch	Jennifer	CBS News
U.S. Geological Survey	USGS-2017-00069	3-Feb-17	Johnson	Alan	
U.S. Geological Survey	USGS-2017-00068	6-Feb-17	Bogardus	Kevin	E&E News
U.S. Geological Survey	USGS-2017-00067	6-Feb-17	Bogardus	Kevin	E&E News
U.S. Geological Survey	USGS-2017-00066	6-Feb-17	Bogardus	Kevin	E&E News
U.S. Geological Survey	USGS-2017-00065	3-Feb-17	Janisch	Jennifer	CBS News
U.S. Geological Survey	USGS-2017-00051	2-Feb-17	Kessler	Miles	Kessler & Associates, Inc.

All records concerning communications between any individuals affiliated with and/or employed by the office of your agency's leader and any individuals affiliated with and/or employed by the Trump Organization, the Ivanka Trump apparel and accessories brand, the Kushner Companies and/or Observer Media from Jan. 1 to Feb. 1, 2017.
List of "special government employees" (SGEs) employed by the DOI from Jan. 1 to Feb. 1, 2017. A SGE is an agency employee that performs temporary duties, with or without compensation, for not more than 130 days during any period of 365 consecutive days, as defined in 18 USC Section 202.
All records concerning FOIA request logs maintained by the DOI from Jan. 1 to Feb. 1, 2017. The logs should detail the request's control number, the date it was received, who made the request, what company or organization they were from and the request's subject.
All documents related to the DOI employees' ethics waivers in resolving financial conflicts of interest from Jan. 1 to Feb. 1, 2017.
Records concerning all logs of correspondence that record letters from members of Congress to the DOI from Jan. 1 to Feb. 1, 2017. Detail the correspondence control #, date received, what congressional office sent it and its subject.
1. All directives, memoranda, guidance, emails, or other communications concerning the speech of government employees or contractors: a. sent by the White House to any federal agency since 1/19/2017, or b. sent by an agency to its employees or contractors since 1/19/2017; 2. All documents drafted by the agency since 1/19/2017 containing policy ...
A copy of all emails from the domain EOP.gov to senior managers encompassed within the required agency system for retaining emails of senior officials. Frequently this records management policy is described by the name Capstone. If the agency has not established NARA-compliant email retention procedures, then I instead request an electronic search of the mailboxes of agency senior managers for all emails that include EOP.gov phrase in the FROM address from 1/20/2017 to the present.
(Water) Follow-up request to USGS-2017-00006 which requested discharge calculation equations for Gage Site 02313100 and 02313098 on the Rainbow River, Fl. Now requesting any older versions, with effective dates, of look up charts for relating the discharge in Rainbow River to the level in the Rainbow Well.
(Director/Communications) Any/all records, emails, letters, memorandums, text messages, voice and video recordings as well as other documented forms of communication found in your agency's (USGS) correspondence log that mention one or more of the terms(Trump, Ivanka, Kushner, and/or Observer) in the to/from field of your agency's (USGS) correspondence log from Jan. 1 to Feb. 1, 2017.
(Director/Ethics Office) All documents related to the Department of the Interior (DOI) employees' ethics waivers in resolving financial conflicts of interest from Jan. 1 to Feb. 1, 2017.
(Director/OEI) request all records concerning all logs of correspondence that record letters from members of Congress to the Department of the Interior (DOI) from January 01 to January 31, 2017. The logs should detail the correspondence's control number, the date it was received, what congressional office sent it and its subject. Please redact constituents' names and other personal information detailed in these logs in order to expedite this request.
(Director/Communications) Copies of any/all emails, for the time period 01/20/2017 to present, from EOP.gov to senior managers encompassed within the required agency system for retaining emails of senior officials. If NARA-compliant email retention procedures have not been established, the request is for an electronic search of the mailboxes of senior managers for all emails that include the EOP.gov phrase in the FROM address.
(Admin/HR) List of Denver Metro Area USGS employees in pay grades GS 11 and above to include following information: 1. Name: Last, First, MI 2. Job Title 3. Org Assignment or Description 4. Mail Code and mailing address/location 5. Work phone number 6. Email address.

**To:** NPS Human Resources Council[nps\_human\_resources\_managers@nps.gov]  
**Cc:** Lena McDowall[Lena\_McDowall@nps.gov]; Mary Pletcher[mary\_pletcher@ios.doi.gov];  
Kenneth Brodie[ken\_brodie@nps.gov]; Edward Ansty[charley\_ansty@nps.gov]; Karin  
Nichols[Karin\_Nichols@nps.gov]; Jessica Bowron[jessica\_bowron@nps.gov]; Veronica  
Mullins[veronica\_mullins@nps.gov]  
**From:** Moore, David  
**Sent:** 2017-02-15T14:57:58-05:00  
**Importance:** Normal  
**Subject:** Draft FAQ for Hiring Freeze  
**Received:** 2017-02-15T14:58:22-05:00  
[NPS Hiring Freeze FAQs 2-15-17 draft.docx](#)

HR Council Members,  
Attached is the draft FAQ for the hiring freeze. Sorry it took a bit longer than expected.

Talk to you all later this afternoon.

Dave

--

David H. Moore  
Acting Associate Director - Workforce and Inclusion  
National Park Service  
(202) 208-3724 office  
(202) 577-1427 cell



# DRAFT

## **NPS Frequently Asked Questions Federal Civilian Hiring Freeze**

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Exemptions	13
Classification	16
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# DRAFT

## Job Offers and Enter on Duty (EOD)

1. A firm offer letter was issued prior to 1/22/17 with a future EOD (PP9 or PP11), can the EOD be changed to bring on 2/19?

*Enter on Duty (EOD) dates can not be modified at this point. Any EOD established after February 22, 2017 should be decided on a case by case basis and must go through an agency head review for exemption. (Section 3 l-m)*

2. Job already offered and accepted, everything done before 1/22/17 and an EOD is in March? Do we continue to hold those until we get more information?

*Yes. As referenced in the OPM/OMB memo, job offers made prior to January 22, 2017 but for which the individual has a confirmed start date that is later than February 22, 2017 should be decided on a case by case basis and must go through an agency head review. (Section 3m) At this time we have no guidance regarding the review/exemption process. We are waiting for further guidance from DOI on the exemption process.*

3. If we have employees who were given written offers prior to 1/22, who are supposed to EOD prior to 2/22, what do we do if their background doesn't get cleared in time to bring them on? Can we EOD them after 2/22 in this case, or will they fall into the category of employees who were supposed to EOD after 2/22 where we are waiting to hear about exemptions?

*Unfortunately we cannot EOD these candidates after 2/22. Candidates who have not cleared the background investigation process prior to February 22<sup>nd</sup> must be decided on a case-by-case basis and must go through an agency-head review for exemption approval. (Section 3m)*

4. What is the definition of a "confirmed start date" and/or what documentation is required (e.g., tentative offer letter, email, note to reviewer, etc.)?

*A confirmed start date is the date provided for the offer letter.*

5. If tentative offers have been made and accepted but there is not yet an EOD (or EOD after Feb 22), what is the process for obtaining agency-head approval to proceed?

*At this time we have no guidance regarding the review/exemption process.*

6. If tentative offers have been made and there is an EOD because BI came back before 1/22 but final offer letter not sent in time?

# DRAFT

*If the job offer was made prior to January 22, 2017, and the individual has a confirmed start date on or before February 22, 2017 they are valid to start.*

7. For individuals who received an offer prior to 1/22 with a confirmed EOD after 2/22, do we know how the review process will work and how will HR be notified?

*If the position is one of those on the memo from Acting Secretary of the Interior dated February 10, 2017 exempting Permanent Law Enforcement positions we are approved to proceed. Unfortunately, for all other positions we are awaiting additional guidance pertaining to the review and exemption process.*

8. Can you please define, "documentation from the Agency" if a position was offered and accepted by the selected applicant and an action was completed in FPPS with a start day prior to Feb. 22?

*As long as the job offer was made prior to January 22, 2017, for which the individual has a confirmed start date on or before February 22, 2017 the action meets the intent of the executive order. Those individuals should report to work according to their respective designated start dates. (Section 3l) The need for documentation was taken out of the statement that was in the January 25, 2017 OMB memo.*

9. What if a tentative offer was made before January 22 but no paperwork was sent to applicant? Are those offers still good?

*The issue of an "offer" needs to be clarified. An offer can be tentative or final. So, if an offer was made and accepted before January 22, 2017 contingent on favorable completion of suitability and criminal history adjudication, as well as any other additional required clearances (i.e. drug and medical) are completed and favorable, you may proceed as long as the EOD in the offer is prior to February 22, 2017. If the confirmed start date is later than February 22, 2017, it must be decided on a case by case basis and must go through an agency head review.*

10. Can we EOD candidates and then physically bring them on at a later date?

*Candidates must EOD prior to February 22, 2017. If you do not meet these parameters you must obtain an approved exemption.*

# DRAFT

## Permanent Change of Station (PCS)

1. What if a PCS move was delayed (e.g. the employee teleworked at their old duty station) but the EOD date was on/before 1/22. Will those people be allowed to PCS?

*Yes as long as the individual EOD's on or before February 22, 2017. However, if the EOD has already been established and documented in a formal offer letter or a personnel action has been LGAP'd you must stick with the established EOD and submit the position for the exemption process (i.e. you should not move back EOD dates).*

2. What should IBC do if they receive move packages for offers with an EOD of 1/22 or later? Should IBC hold the move package and refrain from contacting the individual? Or should they proceed with getting the move rolling?

*The guidance provided on the hiring freeze does not address this question. That said, you should proceed with the PCS for those employees scheduled to EOD on or before February 22, 2017.*

3. Can we proceed with those who already had PCS scheduled and had given notice to current employer, made travel arrangements under PCS orders?

*Yes, if an employee has an offer prior to January 22, 2017 and an EOD on or before February 22, 2017 you can proceed with PCS. If not, you must request an exemption and obtain approval.*

4. What is the process to get approval to bring on individuals who received a formal offer of employment well before the hiring freeze, but due to PCS their EOD had to be pushed past February 22<sup>nd</sup>?

*Unfortunately, if the EOD is after February 22, the individual may not report to work and the park/program will need to submit an exemption request. At this time we are still awaiting guidance from the Department on the review and exemption process.*

## Background Investigations

1. Can we initiate PIV Credential sponsorship, background investigations (eQIP), and adjudicate the backgrounds for returning seasonals we think may be waived?

*OMB has provided exemptions for traditionally recurring seasonal workloads that we are working to clear in advance of hiring. We will provide additional guidance after a determination has been made.*

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2. Can we initiate and adjudicate background investigations for Non-Fed staff (Volunteer-in-Park, Contractors, Partners)?

*Yes, the hiring freeze doesn't prohibit initiating/adjudication of background investigation for non-federal staff.*

3. If the action is Lgaped, can we bring the candidate on board. Some delays were awaiting the security clearance process.

*If the EOD falls outside of 2/22/2017 you can not bring the candidate on board; you will need to put this position through the exemption process.*

4. Candidates with adjudication issues (security problems) and once cleared up favorably, can we still bring them on board?

*Adjudication issues must be resolved favorably along with any other requirements before they can EOD. Additionally, candidates must have been provided an offer with a confirmed start date prior to February 22, 2017. If you do not meet these parameters you must obtain an approved exemption.*

5. Can employees come onboard that have already been offered and accepted the positions but are waiting background investigation adjudication - (their EOD was Jan 08 and Jan 22 but have been pushed back because of their background).

*No, we cannot waive the background requirements. If the individual's BI cannot not be adjudicated and an EOD on or before February 22, 2017 they can not start work.*

## **Non-Federal Hires (e.g. Volunteers)**

1. Can we move forward on reaching out to schools etc. for volunteers and bring on volunteers now and pay for their backgrounds?

*Yes, volunteers do not fill permanent vacancies and may be brought on board.*

2. How are SCA hires going to be affected by the hiring freeze since they are purchased under contract? Can we select SCA intern, GeoCorps interns, etc?

*Yes, we believe SCA positions can be filled as the jobs/duties they perform are not intended for permanent federal employment.*

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## Public Safety

1. Should the park provide a list from the park on those whom are deemed "health and safety" or will that be determined at Region? What will be the process for this?

*Not yet, we are awaiting clarification on this process.*

2. How is public safety being defined?

*Per OMB guidance, the Department of Interior is utilizing the memo from 1981 that provides guidance in the event of "Agency Operations in the Absence of Appropriations." (see attachment)*

3. Is wildland fire included under public safety and does that include wildland fire support positions that are paid for by wildland fire? (In AKRO. we have a budget analyst paid primarily by, and working mainly for, wildland fire. It was #1 on the regional advertising list and important to fill ahead of fire season this summer.)

*We expect that Wildland Fire positions will be included under public safety and are hoping to see an exemption memorandum similar to the Law Enforcement soon.*

4. Can we get definition for these positions such as dispatchers and water treatment? Along with LE and Fire.

*The dispatcher positions (GS-2151 only) have been included in the exemption of the Agency head for Law Enforcement (**see attached memo for the specific approved job series**). We may request additional exemptions for other positions from the Agency head. We are still awaiting the guidance on that process.*

5. Are occupational safety and health occupations exempt from freeze?

*As referenced in the Acting Secretary's memo dated February 10, 2017, permanent criminal investigators, police officers, dispatchers and park rangers (commissioned) have been given an exemption from the Agency head. We may request additional exemptions for other positions from the Agency head. We are still awaiting the guidance on that process.*

*We are awaiting guidance on how occupational safety and health positions will be addressed.*

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## Certificates

1. What do we do with certs that are out now? Should we still be interviewing, even though we cannot offer employment?

*Seasonals – yes we should be proceeding with interviewing and making tentative job offers predicated on final approval from OMB on our seasonal hiring request.*

*PERM/Non-PERM – you may work the certificate including but not limited to interviews, reference checks, etc. However, no offers can be made without an approved exemption request in writing.*

2. Are we permitted to issue a certificate of eligible candidates?

*Yes, you are permitted to issue certificates for eligible candidates. However, no offers can be made until the position has been approved through an exemption process.*

3. With respect to a certificate that may expire during the hiring freeze, will we be required to re-advertise or will we be permitted to extend them further (i.e., beyond 90 or 120 days)?

*Certificates cannot be extended beyond 90 days and an exemption will be required prior to re-advertising the position during the hiring freeze.*

4. Is a hiring official that is already in possession of a certificate of eligible candidates permitted to move forward with conducting interviews/reference checks, etc.?

*Seasonals – yes we should be proceeding with interviewing and making tentative job offers predicated on final approval from OMB on our seasonal hiring request.*

*PERM/NON-PERM – you may work the certificate including but not limited to interviews, reference checks, etc. However, no offers can be made without an approved exemption request in writing.*

5. What to do with certs that are out now? Should we still be interviewing, even though we cannot offer employment?

*Seasonals - keep moving forward with issuing certificates, interviewing, checking references and making tentative job offers subject to OMB approval of our hiring*

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process.

*PERM/NON-PERM - you may work the certificate including but not limited to interviews, reference checks, etc. However, no offers can be made without an approved exemption request in writing.*

6. Will certs remain valid after the freeze is lifted even if their expiration date occurs during the freeze?

*If your certificate has expired due to the freeze you will have to readvertise your position after you have obtained an exemption approval.*

7. Will certs remain valid after the freeze is lifted even if their expiration date occurs during the freeze?

*If your certificate has expired due to the freeze you will have to readvertise your position after you have obtained an exemption approval.*

## Recruitment Process

1. Can we recruit through selection for **seasonals** and **permanent (not term or temps)** wildland fire, law enforcement and other public safety positions but **no offers**? Does this include Dispatcher positions?

*OMB has provided exemptions for traditionally recurring seasonal workloads that we are working to clear in advance of hiring. (Section 3e) We will provide additional guidance after a determination has been made. We have received an exemption for permanent law enforcement (commissioned), police officers, criminal investigators and dispatcher positions.*

*Specific to dispatchers, DOI has granted an exemption per the acting Secretary of the Interiors memo dated 2/10/2017 allowing for the hiring of law enforcement positions, including dispatchers (GS-2151 series only). As far as Fire positions, NPS is waiting for specific guidance/exemption approval from DOI.*

*The authority to exempt permanent positions from the hiring freeze that meet public safety responsibilities lies with the Agency head. We may request additional exemptions for other positions from the Agency head. We are still awaiting the guidance on that process. (Section 3r)*

2. If we are in the process of filling a position (vacancy announcement closed, cert. issued and currently valid), should we continue to more forward reviewing applications



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and make an “informal” selection, or stop the process completely?

*Seasonals – we should keep moving forward with announcing positions, issuing certificates and making selections with tentative offers subject to final approval of the NPS hiring plan by OMB.*

*PERM/NON-PERM – would hold off posting any new announcements for position not exempted by the Acting Secretary on the February 10, 2017 memorandum, until exemption approval is granted to fill the position from DOI. As far as active certificates, you may work the certificates but no offers can be made on these positions without exemption approval.*

3. If we have a cert currently issued, and the freeze prohibits proceeding with offers, etc., will the life of the cert be “frozen” as well. In other words, will it expire? If our certs expire during the freeze, do we have to start from the beginning (vacancy announcement) again?

*No. If your certificate has expired due to the freeze you will have to readvertise your position after you have obtained an exemption approval.*

4. Can we continue our recruitments for positions that are fully funded by project funds (like maintenance trail work projects or hog hunters)?

*No. The hiring freeze impacts vacant and newly created positions. These positions would have to be approved through the exemption process before any recruitment activities can be taken.*

5. Can we make use of direct hire authorities?

*No. Direct hire authorities are used to fill vacant positions. The hiring freeze impacts vacant and newly created positions. Any new or vacant positions would have to be approved through the exemption process.*

6. If we receive recruitment requests, can we work the package (complete JA, AQ and draft announcement), up to the point of releasing to USAJOBS?

*No. A request for an exemption must be approved prior to initiating the recruitment process and placing a position on USAJobs.*

7. Can the Park still conduct interviews for seasonal and/or permanent positions but just not offer the job?

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*Seasonal - Yes. Selecting officials may conduct interviews for seasonal positions and make tentative job offers subject to final approval of the NPS hiring plan by OMB.*

*PERM/NON-PERM - you may work the certificate including but not limited to interviews, reference checks, etc. However, no offers can be made without an approved exemption request in writing. At this time we have no guidance provided on the DOI exemption process. (Section 3r)*

9. Can we continue with drug tests, medicals, and smart cards for positions we think may be waived (wildland firefighters)?

*Yes. The Agency Head has provided an exemption of several positions that are deemed necessary to meet national security and public safety responsibilities to include law enforcement positions (see attached memo for specific approved job series). You may continue with drug tests, medicals and smart cards for these types of positions. We may request additional exemptions for other positions from the Agency head. We are still awaiting the guidance on that process.*

10. What about current recruitment packages that have been turned into the SHRO but not yet posted?

*A request to recruit for permanent positions must go through an exemption process. No permanent positions (excluding the permanent LE positions already exempted per the 2/10/2017 memorandum) can be posted to USAJobs in advance of this approval. At this time we are awaiting guidance on the process.*

11. What is our ability to backfill vacant permanent positions with seasonals to maintain operations?

*You are unable to use the seasonal hiring authority to fill permanent vacant positions as this could be viewed as circumventing the intent of the hiring freeze.*

12. What about appointing critical hires? Can we continue to use the AD hiring authority?

*The critical hire authority is used to fill temporary or permanent positions. This authority cannot be used without obtaining approval through the exemption process. We have received an approved exemption for short term casual hires paid under the AD pay plan and you may move forward with these hires.*

13. If we did an announcement and did not issue the cert, is ICTAP cleared from the time of the announcement closing, or from the time of the cert being issued?

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*ICTAP is cleared through the vacancy announcement process. CTAP is cleared at multiples stages during the vacancy announcement process and includes clearance prior to posting the vacancy and before the certificate is issued.*

14. Are we allowed to still offer incentives to employees such as superior qualifications, relocation, recruitment, and retention incentives, and/or PCS moves?

*Yes, the hiring freeze guidance does not address the use of recruitment, relocation or retention incentives nor PCS moves.*

## **Seasonal Recruitment**

1. Is the SROC continuing to post announcements, complete qualifications of applicants, issue certificates of eligible candidates, etc.?

*Yes. OMB has provided exemptions for traditionally recurring seasonal workloads that we are working to clear in advance of hiring. The SROC has been directed to continue with their recruitment process and may make tentative job offers subject to OMB's final approval of our hiring process. We are awaiting OMB's approval of our hiring process.*

2. Should we proceed with the processes associated with the rehire/reappointment of our temporary seasonal employees?

*We are awaiting approval from OMB on our seasonal hiring plans. We cannot move ahead with rehires/appointments of temporary seasonal employees until we obtain approval. Realizing there is a concern of possibly losing these individuals to other jobs, would recommend a tentative offer subject to final OMB approval of our hiring process.*

3. What does a seasonal waiver entail? Will the agency receive blanket exemption waivers or will it be position based?

*OMB has provided exemptions for traditionally recurring seasonal workloads that we are working to clear in advance of hiring. We are working with OMB to obtain a Servicewide blanket exemption based upon our previous year hiring activity. Regions will not be required to submit separate requests. (Section 3e) We will provide additional guidance after a determination has been made.*

4. I have a Seasonal 1039 hire who was extended an offer before January 22, 2017, but has an EOD date after Feb 22, 2017 (it has been established for a pay period in March). Can I proceed with bringing the new hire onboard in March?

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*OMB has provided exemptions for traditionally recurring seasonal workloads that we are working to clear in advance of hiring. We will provide additional guidance after a determination has been made. We are awaiting OMB's approval of our hires. (Section 3e)*

5. Why is the SROC still issuing certificates when they will inevitably expire before the freeze is lifted? Are they issuing certificates for all the series that they handle or just LE?

*OMB has provided exemptions for traditionally recurring seasonal workloads that we are working to clear in advance of hiring. The SROC has been directed to continue with their recruitment process of all their positions. So they will be issuing certificates for all job series and tentative job offers can be made subject to final OMB approval of the NPS hiring plan.*

6. Does the seasonal waiver cover temporary NTE 1 year appointments?

*No, the seasonal waiver only applies to our traditionally recurring workload. Other positions will require an approved exemption.*

7. How will our seasonal and NTE appointments be affected? Will we still be able to bring on our lifeguards and bio-techs by May which are critical positions?

*We are awaiting approval from OMB on our seasonal hiring plans. We cannot move ahead with rehires/appointments of temporary seasonal employees until we obtain approval. Realizing there is a concern of possibly losing these individuals to other jobs, would recommend a tentative offer subject to final OMB approval of our hiring process.*

8. The hiring freeze has the potential to significantly disrupt park operations and visitor services. Will there be any measure in place to help us continue to serve the public? For example, will employees on 1039 appointments be allowed to work longer?.

*Employees on temporary less than 1040 appointments may only be extended via OPM approval.*

9. Can seasonals who are on intermittent status now and also have re-hire status be brought back to full time once they hit their EOD date?

*OMB has provided exemptions for traditionally recurring seasonal workloads that we are working to clear in advance of hiring. We will provide additional guidance after a determination has been made.*

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## Exemptions

1. What will be the process for exceptions or waivers to the freeze?

*At this time we are awaiting guidance on this process.*

2. What positions will be considered exempt from the freeze pursuant to the “public safety responsibilities” exception? (i.e., water treatment plant positions, electricians etc. are a safety position as well as LE and fire).

*As referenced in the Acting Secretary’s memo dated February 10, 2017, permanent criminal investigators, police officers, dispatchers and park rangers (commissioned) have been given an exemption from the Agency head. We may request additional exemptions for other positions from the Agency head (see attached memo for list of specific approved series). We are still awaiting the guidance on that process for all other positions.*

3. Do we know which positions will be exempt? (e.g., Pathways, 1039)

*As referenced in the Acting Secretary’s memo dated February 10, 2017, permanent criminal investigators, police officers, dispatchers and park rangers (commissioned) have been given an exemption from the Agency head (see attached memo for the specific approved job series). We may request additional exemptions for other positions from the Agency head. We are still awaiting the guidance on that process.*

*The current exemptions are outlined in the OPM/OMB memo dated January 31, 2017 Section 3 a-r.*

4. Is there an exemption process for announcing and filling a vacant permanent position using health and safety as a justification?

*We are awaiting guidance on the process to obtain an exemption based on health and safety as a justification.*

5. Will both permanent and seasonal law enforcement positions be exempt from the hiring freeze? Are bio science techs (fire effects monitor) also included in this freeze exemption?

*As referenced in the Acting Secretary’s memo dated February 10, 2017, permanent criminal investigators, police officers, dispatchers and park rangers (commissioned) have been given an exemption from the Agency head (see attached memo for*

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*specifically approved job series). As far as bio science techs these are not on the current list of exempted positions. We expect that Wildland Fire positions will be included under public safety. We are awaiting additional information about support positions. We may request additional exemptions for other positions from the Agency head. We are still awaiting the guidance on that process.*

*OMB has provided exemptions for traditionally recurring seasonal workloads that we are working to clear in advance of hiring. The SROC and SHROs are able to continue with their recruitment process and tentative offers can be made subject to final OMB approval of the NPS hiring plan. We are awaiting OMB's approval of our hiring process.*

6. Which agency heads are authorized to grant exemptions with respect to positions deemed necessary to public safety and public health?

*The Secretary of the Department of the Interior is authorized to grant exemptions with respect to positions deemed necessary to public safety and health for the NPS. We are awaiting additional guidance on this matter.*

7. If we already have a certificate of "DOI only" eligible candidates, can an exemption be made to fill the position?

*Assuming this certificate is a merit promotion that was announced DOI only, it still is subject to the hiring freeze and must follow the pending exemption approval process.*

8. Are Superintendent positions considered mission critical? Employees and volunteers don't manage themselves. Strong management is vital to our ability to navigate operational changes. How are we planning to identify critical supervisory and managerial positions?

*Superintendent positions are considered mission critical however, any permanent position would require an approved exemption. We are waiting further guidance from DOI on the exemption process.*

9. Once OMB allocates the FTE ceiling, the final number needs to be adjusted to take into consideration the local hire exclusion from any FTE ceiling. Will WASO take note of Local Hire exceptions?

*We are not aware that the FTE ceiling excludes local hires. We would recommend that you consult with the Budget Officer in your Region.*

10. If we cannot obtain approval to proceed during the freeze, will those offers remain valid when the freeze is lifted?

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*We do not know at this time. As of right now we do not have any guidance related to hiring activities after the hiring freeze.*

11. Can exemptions be made for positions that are already out on the street - if so, what are they and what is the process for requesting them?

*There is an exemption process that will be put in place. At this time we are awaiting guidance on the process.*

12. If we cannot obtain approval to proceed during the freeze, will those offers remain valid when the freeze is lifted?

*As referenced in the OPM/OMB memo, job offers made prior to January 22, 2017 but for which the individual has a confirmed start date that is later than February 22, 2017 should be decided on a case by case basis and must go through an agency head review. (Section 3m) At this time we have no guidance regarding the review/exemption process, nor how positions will be handled where an offer was extended but not approved through the exemption process. Additionally, we do not have any guidance related to the process post the hiring freeze. In most cases the certificate would probably have expired and the position would need to be readvertised after you have obtained an exemption approval.*

13. Can exemptions be made for positions that are already out on the street - if so, what are they and what is the process for requesting them?

*Yes, there is an exemption for LE Positions per the acting Secretary memo dated February 10, 2017. As far as other positions, there is an exemption process that will be put in place for permanent positions. At this time we are awaiting guidance on the process.*

14. Can we request exemptions to fill critical civilian vacancies that support law enforcement (for example, we have an open Fleet Manager position that will be critical to ensuring police vehicles/cruisers are repaired and continue to be operational, etc.)

*At this time Fleet Managers are not on the list of exempted positions. We are awaiting additional information on the exemption process.*

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## Classification

1. Can we submit newly established PDs for classification?

*PDs may be submitted for classification but no recruitment activity may take place until exemption approval is granted through DOI. Priority for classification will be given to those positions and series that are exempted (such as the permanent LE identified in the 2/10/2017 memo from the acting Secretary).*

2. Can we submit position re-descriptions to Classification? (It is not a new position)

*Re-descriptions of positions may be submitted to Classification. A re-description ensures the accuracy of the position and should not result in a change to lower grade or an accretion of duties.*

3. Can we complete accretion of duties actions of current permanent employees?

*No, we do not have guidance on how accretion of duties should be handled.*

## Announcements

1. Are we permitted to proceed with posting and/or filling details and temporary promotions?

*If these are positions to be filled within our current workforce, you may proceed with posting and/or filling details and noncompetitive temporary promotions (NTE 120 days).*

2. How should we manage an announcement that is currently open on USAJOBS and/or closed after January 22nd?

*Seasonals - keep moving forward with issuing certificates, interviewing, checking references and making tentative job offers subject to OMB approval of our hiring process.*

*PERM/NON-PERM - Strongly recommend using best judgement on this situation. A certificate may be issued and the certificate worked by the hiring official. However, no offers can be made without an approved exemption for the position.*

3. Can we continue the full recruitment process except to offer jobs?



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*We are not moving ahead with new recruitments (announcements) until the positions have been approved through the exemption process. At this time we have no guidance on the DOI exemption process. (Section 3r). If a position is currently in process (i.e. open announcement and/or issued certificate) we recommend proceeding as normal but NO offers shall be made until the position is approved through the pending exemption process.*

4. Can we hire new term positions?

*No. Any new term positions must go through the exemption process. At this time we have no guidance on the DOI exemption process. (Section 3r)*

5. Can we accept new recruitment packages, post vacancy announcements and issue certificates?

*You must request an exemption and obtain approval for any new vacancies/positions. New vacancy announcements must not be posted until positions have been approved through the exemption process.*

6. What to do about vacancy announcements that are out on the street now? Do we pull them?

*Strongly recommend using best judgement on this situation. Announcements may close and certificates may be issued and the certificates worked by the hiring official. However, no offers can be made without an approved exemption for the position.*

## **Appointments**

1. Can we still exercise VRA hiring authorities as they are conversions from military to civilian service?

*No. These are not conversions in the ordinary sense; the appointment is to a new position and therefore must go through the exemption process.*

2. Will we be able to bring re-employed annuitants on board?

*No. Unless the position is otherwise exempted, an agency may not appoint civilian retirees during the hiring freeze.*

3. If a candidate has accepted an appointment, is it permissible to bring them on before

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2/22/2017?

*If the offer was made before 1/22/2017 the answer is yes. If the offer was made after 1/22/2017 you will need to seek exemption approval to hire.*

4. Can we continue with the process of converting our existing permanent career seasonal (STF) positions to career permanent?

*No, converting a career seasonal employee to a career permanent position requires an approved exemption.*

5. Are YCC positions included in the freeze?

*We believe YCC positions can be filled as the jobs/duties they perform are not intended for permanent federal employment.*

6. Can we change a current subject-to-furlough employee to perm FT?

*You should adhere to the provisions outlined in the vacancy announcement.*

7. How does the freeze impact career seasonals returning to pay status from non-pay status?

*Our career seasonal employees occupy permanent positions and are already on our rolls; there should be no impacts as a result of the hiring freeze.*

## Conversions

1. How will the 120-day window for the conversion of Pathways Interns be impacted?

*Pathways interns may be converted in the ordinary course to the competitive service. (Section 3i)*

2. Can we convert our local hire excepted appointments to competitive status during the freeze? (Can convert 2 years after in LH apt)?

*Yes, conversions in the ordinary course to the competitive service may take place. (Section 3l)*

3. How will the agency handle Pathways positions that were expected to convert in

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spring upon proof of graduations and meetings quals?

*Pathways employees may be converted in the ordinary course to the competitive service. (Section 3l)*

4. Does the hiring freeze impact VRA, Schedule A and other excepted appointments?

*The use of VRA, Schedule A or any other excepted authorities cannot be used to fill these positions until an approved exemption has been obtained.*

## **Reassignments/Details/Temporary Promotions/Change to Lower Grades**

1. We are not advertising details at this time but are temporary promotions OK?

*As referenced in the OPM/OMB memo, reallocations of current Federal civilian employees within an agency to meet the highest priority needs are not affected. (Section 3o) Non-competitive temporary promotions may be processed (NTE 120 days), as well as non-competitive details.*

2. Can details and temporary promotions be extended (if they legally can be extended)?

*As referenced in the OPM/OMB memo, reallocations of current Federal civilian employees within an agency to meet the highest priority needs are not affected. (Section 3o) Non-competitive temporary promotions may be processed (NTE 120 days) as well as non-competitive details.*

3. What about competitive temp promotions greater than 120 days (within DOI)?

*Competitive temporary promotions for more than 120 days are not permitted..*

4. If a position is encumbered by a detailee does that position qualify as one for which a selection process can proceed?

*If a position is encumbered by a detailee, that is not their position of record and thus the position is technically vacant. A request to recruit for permanent positions must go through an exemption process. At this time we are awaiting guidance on the process.*

5. Can a permanent, employee requested, change to lower grade be processed?

*Yes, there is nothing in the guidance that prohibits a change to lower grade.*

6. Do reassignments that were in process prior to January 22 (with or without an established EOD) need an exemption?

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*No, as referenced in the OPM/OMB memo, reallocations of current Federal civilian employees within an agency to meet the highest priority needs are not affected. (Section 3o)*

7. Will lateral reassignments be allowable under the freeze?

*Yes, as referenced in the OPM/OMB memo, reallocations of current Federal civilian employees within an agency to meet the highest priority needs are not affected. (Section 3o)*

8. Will transfers to positions within the NPS, DOI, other agencies be frozen?

*No, as referenced in the OPM/OMB memo, reallocations of current Federal civilian employees within an agency to meet the highest priority needs are not affected. (Section 3o)*

9. Can we continue with promotions to a new position since the employee competed and was selected?

*If the offer was made before January 22, 2017 and the individual EODs on or before 2/22/2017 you can continue. If not, you will need to request an exemption.*

10. Will promotions of sworn officers be considered as filling vacancies?

*Yes, as referenced in the Acting Secretary's memo dated February 10, 2017, permanent criminal investigators, police officers, dispatchers and park rangers (commissioned) have been given an exemption from the Agency head (see attached memo for specifically approved job series).*

### **Extensions of Time Limited Appointments**

1. Terms who have a not to exceed date next week, 2/2/17, can we extend them if we have an action in FPPS and it has been LGAP'd and CTAP/ICTAP cleared?

*As referred to in the OPM/OMB memo, term and temporary appointments of existing Federal employees may be extended up to the maximum allowable time limit, consistent with the condition/requirements of the legal authority originally used to appoint the employee. (Section 3p)*

2. Can Terms being extended if they have a future not to exceed date but were not LGAP'd before 1/22/17?

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*Yes, as referenced in the OPM/OMB memo, term and temporary appointments of existing Federal employees may be extended up to the maximum allowable time limit, consistent with the condition/requirements of the legal authority originally used to appoint the employee. Actions should be LGap'd prior to the effective date. (Section 3p)*

## 3. Can we extend current critical hires?

*While this is not specifically addressed in the hiring freeze guidance, we believe that current critical hires may be extended up to the maximum allowable time limit, consistent with the condition/requirements of the legal authority originally used to appoint the employee. (Section 3p)*

## 4. Can we extend 4-year terms?

*If you are looking to extend beyond 4 years it must be approved in advance by OPM in accordance with the legal authority originally used to appoint the employee.*

## **Contracting & Agreements (Look at OPM Q39)**

1. What about current staffing contractors doing work for us? Can they continue to work on recruitments within the scope of the current contract? Golden Key Group is managing some staffing work for PWR.

*Current contracting work may continue however no new vacancy announcements for permanent positions can be posted until we receive guidance on the exemption process. Contractors may continue to handle open announcements and issue certificates but job offers cannot be made without exemption approval for permanents and tentative offers maybe made for seasonals subject to final approval by OMB of the NPS hiring plan.*

2. If we had planned to use contracting prior to the freeze for things such as CESU agreements to complete work will that still be allowed?

*We do not have sufficient information to address this question.*

3. Will we be able to continue to hire interns through CESU cooperative agreements?

*We do not have sufficient information to address this question.*

4. Can we use IPAs, cooperative agreements/other agreements to accomplish work left by vacant positions?

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*Would recommend extreme caution based upon the OMB Memorandum from January 31, 2017, which explicitly states "Contracting outside the Government to circumvent the intent of the PM shall not be permitted. For example, agencies shall not acquire by contract with a commercial vendor services that are substantially similar to those that would have been provided by a Federal civilian in a vacancy covered by the PM." This includes any and all agreements as well as contracts.*

*With regard to IPA's, these can be used to accept individuals on detail assignments from eligible non-Federal entities during the hiring freeze. You may not use IPA's to appoint individuals from eligible non-Federal entities unless the position being filled is otherwise exempt.*

## **Miscellaneous**

1. Is there any inkling at all of how long this freeze may last?

*As referenced in the Presidential Memorandum dated January 31, 2017, the hiring freeze will be in effect for at least 90 days. Within 90 days of the memorandum, OMB in consultation with OPM shall recommend a long-term plan to reduce the size of the Federal Government's workforce through attrition. The hiring freeze will expire upon implementation of the OMB plan.*

2. If I am remembering the implementation timeline for the upgrades to USA staffing IMR is scheduled to transition March 1, 2017. Is that still the timeline? And have hiring freeze impacts to opening announcements being considered? If an HR specialist builds an announcement in the old system, is there a chance it might have to be rebuilt in the new system?

*No, the hiring freeze should not impact the transition process.*

3. Will individual program offices make determinations as to priorities and reallocations? How will HR know of these changes? Do we need the supporting documentation or do we take their word when recruitment request package is received?

*There is no official guidance yet on how parks, programs and regions will make determinations as to priorities and reallocations. As far as supporting documentation for any positions being hired after 2/22/2017 exemption documentation will be required for the Human Resources offices to proceed with those personnel action. Parks and Program Offices must work closely with their SHRO HR Specialist to ensure the hiring freeze parameters are adhered to including making sure any and all supporting*

# DRAFT

*documentation is provided and meets all OMB, OPM and DOI guidance. We do not anticipate any changes in how the SHROs work with their customers.*

4. Is there any information as to whether there is a pay freeze for federal workers and if so would that impact the WG salaries still to be implemented for this fiscal year?

*No, the guidance provided on the hiring freeze has not referenced a pay freeze.*

5. Do we comply with any EEO or court decision such as moving an employee from his/her old position to another?

*Yes, you must comply with EEO or court decisions. The hiring freeze does not impact these decisions.*

6. Can we enter proposed actions into FPPS and hold at park level?

*There is nothing in the guidance that prohibits us from entering actions into FPPS.*

7. Can we proceed with processing WIGIs?

*Yes, there is nothing in the guidance that prohibits us from processing WIGIs.*

8. Can we change seasonal employees work schedule from part-time to full-time to help if we aren't going to get positions filled?

*You should adhere to the provisions outlined in the vacancy announcement.*

9. Will step increases be frozen?

*No. Step increases are not addressed in the hiring freeze documentation.*

10. Can we do management reassignments or CLGs for disciplinary issues related to ER or Ethics?

*The hiring freeze has no impact on disciplinary issues related to ER or Ethics.*

**To:** Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Hardaway, Peyton  
**Sent:** 2017-02-16T10:55:30-05:00  
**Importance:** Normal  
**Subject:** ERB Requests  
**Received:** 2017-02-16T10:55:59-05:00

**Good Morning Amy,**

Apparently there is some ERB that has been meeting and will also be reconvening, as the Departmental Executive Resources Office has placed calls in for any pending ERB request. As we previously discussed, OST has a retention incentive request for John Montel, however, I am not sure who the higher level requesting official would be since we don't have a Associate Deputy Secretary. Do you believe the request would need to go through Jim Cason since he is the Acting Deputy Secretary? Any information you could provide would be great.

**Thanks,  
Peyton**

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Gary 'Peyton' Hardaway  
Acting Branch Chief, HR Operations & Executive Resources Program Manager  
U.S. Department of the Interior|Bureau of Safety and Environmental Enforcement (BSEE)|Human Resources  
Division (HRD)|HR Operations and Executive Resources Branch-D.C. 1849 C St. NW, Washington D.C.,  
20240 |Main Interior Building - Room  
(5446) Tel: 202.208.6607|Cell: 571.524.3961|Fax: 202.219.8104|Email: [Peyton.Hardaway@bsee.gov](mailto:Peyton.Hardaway@bsee.gov)



**To:** Hardaway, Peyton[peyton.hardaway@bsee.gov]  
**From:** Holley, Amy  
**Sent:** 2017-02-16T11:09:43-05:00  
**Importance:** Normal  
**Subject:** Re: ERB Requests  
**Received:** 2017-02-16T11:10:10-05:00

I think it should go through Jim. Am happy to take the package to him to explain it if that would help.....

On Thu, Feb 16, 2017 at 10:55 AM, Hardaway, Peyton <[peyton.hardaway@bsee.gov](mailto:peyton.hardaway@bsee.gov)> wrote:

**Good Morning Amy,**

Apparently there is some ERB that has been meeting and will also be reconvening, as the Departmental Executive Resources Office has placed calls in for any pending ERB request. As we previously discussed, OST has a retention incentive request for John Montel, however, I am not sure who the higher level requesting official would be since we don't have a Associate Deputy Secretary. Do you believe the request would need to go through Jim Cason since he is the Acting Deputy Secretary? Any information you could provide would be great.

**Thanks,  
Peyton**

--

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Gary 'Peyton' Hardaway  
Acting Branch Chief, HR Operations & Executive Resources Program Manager  
U.S. Department of the Interior|Bureau of Safety and Environmental Enforcement (BSEE)|Human Resources  
Division (HRD)|HR Operations and Executive Resources Branch-D.C. 1849 C St. NW, Washington D.C.,  
20240 |Main Interior Building - Room  
(5446) Tel: 202.208.6607|Cell: 571.524.3961|Fax: 202.219.8104|Email: [Peyton.Hardaway@bsee.gov](mailto:Peyton.Hardaway@bsee.gov)

**To:** edward.keable@sol.doi.gov[edward.keable@sol.doi.gov]  
**Cc:** scott\_hommel@ios.doi.gov[scott\_hommel@ios.doi.gov];  
douglas\_domenech@ios.doi.gov[douglas\_domenech@ios.doi.gov]  
**From:** Daniel Jorjani  
**Sent:** 2017-02-28T08:55:37-05:00  
**Importance:** Normal  
**Subject:** ERB  
**Received:** 2017-02-28T08:55:46-05:00

Ed: Please have SOL draft the memo setting up the Executive Resources Board (ERB) with Scott chairing in his capacity as COS. Please send the draft when completed to Scott for his review. Thank you.

Sent from my iPhone

**To:** Daniel Jorjani[daniel\_jorjani@ios.doi.gov]  
**From:** Keable, Edward  
**Sent:** 2017-02-28T10:56:36-05:00  
**Importance:** Normal  
**Subject:** Re: ERB  
**Received:** 2017-02-28T11:01:07-05:00  
DRAFT ERB Memo 03.01.17.docx

Dan,

This is my first draft for a memo establishing the ERB. I think I have the names right for membership that you, Jim, and Doug discussed yesterday but the Secretary obviously will have the right to appoint whomever he wants - with one caveat discussed below.

(b)(5)

Still, this draft memo is a good place for us to start. Let me know if you want to talk.

Ed

On Tue, Feb 28, 2017 at 8:55 AM, Daniel Jorjani <daniel\_jorjani@ios.doi.gov> wrote:

Ed: Please have SOL draft the memo setting up the Executive Resources Board (ERB) with Scott chairing in his capacity as COS. Please send the draft when completed to Scott for his review. Thank you.

Sent from my iPhone

--

Edward T. Keable  
Deputy Solicitor-General Law  
Office of the Solicitor  
U.S. Department of the Interior  
Phone: 202-208-4423  
Fax: 202-208-5584  
[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)

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Memorandum

To: Chief of Staff  
Acting Deputy Secretary

From: Secretary

Subject: Executive Resources Board

Effective Wednesday, March X, 2017, I am naming the following officials to the Executive Resources Board (ERB) for the Department of the Interior:

- Chief of Staff, Chair  
(Scott Hommel)
- Acting Deputy Chief of Staff, Member  
(James Cason)
- Senior White House Advisor, Member  
(Douglas Domenech)
- Deputy Chief of Staff, Member  
(Daniel Jorjani)
- White House Liaison, Member  
(Lori Mashburn)

Deputy Assistant Secretary- Human Capital and Diversity Mary Pletcher and Office of Human Resources Director Raymond Limon will serve the ERB as advisers.

The ERB will perform the important function of determining the executive needs of the Department's bureaus and offices. It will oversee all aspects of the management of executive resources including employees in the Senior Executive Service, Senior Level, and Scientific and Professional resources. The ERB retains final approval for all aspects of these programs such as position establishment, recruitment, qualification requirements, selection, pay setting, performance appraisals, performance award, executive development including overseeing the Senior Executive Service Career Development Program, Presidential Rank Awards and all other recognition, and the establishment of the Department's Performance Review Boards.

cc: Acting Solicitor  
Deputy Inspector General  
Acting Assistant Secretaries  
Acting Heads of Bureau and Offices  
DAS – Human Capital and Diversity  
Director – Office of Human Resources

**To:** ryan\_zinke@ios.doi.gov[ryan\_zinke@ios.doi.gov]  
**From:** Bob W  
**Sent:** 2017-03-03T00:12:18-05:00  
**Importance:** Normal  
**Subject:** Non-Career/Schedule C Appointment  
**Received:** 2017-03-03T00:16:29-05:00  
[SCHCResume.docx](#)

Robert S. Wise  
5312 Tidewater Street  
Leesburg, FL 34748

March 2, 2017

Honorable Ryan Zinke  
Secretary of Interior  
U.S. Department of Interior  
Washington, DC 20240

Dear Secretary Zinke:

Congratulations on your well-deserved appointment as the 52<sup>nd</sup> Secretary of U.S. Department of Interior (DOI). I know that you will be a strong leader and steward for protecting and managing the Nation's natural resources to include the multiple-use strategy for our public lands with smarter regulatory oversight. I also know that you will soon be busy putting together your new staff. Therefore, I would like to take this opportunity to offer my services as a retired career federal employee to be part of your non-career Senior Executive Service (SES) or Schedule C (GS-15) staff.

I have attached my resume for your review and consideration for any non-career appointments you might have available; e.g., Program Office Head, Deputy Chief of Staff, Senior Advisor, Special Assistant in Washington, DC, other DOI offices throughout the country, or any other capacity you deem appropriate. I believe my years of federal experience would be extremely valuable to you and your staff as you begin reviewing DOI programs and policies, organizational structures, and analyzing business needs/data to bring about your vision for a better DOI.

My professional federal experience includes both military and civilian service in the area of human resources to include management, operations, budget formulation and execution, and the full life-cycle of managing people. I have served in various Human Resource management capacities (Officer, Director, and Vice President) as both a confidant and consultant to top levels of management. I have been intimately involved in human resources operations to include recruiting and staffing, benefits administration, position classification and management, performance and awards management, and employee and labor relations. As a co-lateral duty in administration, I have been responsible for purchasing, safety and security, facilities administration, and strategic planning efforts to control costs to meet agency-wide mandates.

Additionally, my private sector, non-profit experience includes working as the Vice President of Human Resources and Administration for the Dallas Housing Authority. In this capacity, I managed an operating Human Resources Office and worked as part of a Senior Management Team that provided human resource policy, procedural and operational guidance to the Chief Executive Officer and Chief

Operations Officer of the Housing Authority.

I would welcome the chance to discuss my qualifications further with you or any members of your team to see if there are any opportunities available. If you need any additional information, I may be contacted at (b)(6) (mobile/text) or via email at (b)(6). Thank you for your valuable time and consideration.

Sincerely,

*Robert S. Wise*

Robert S. Wise

**ROBERT S. WISE**

(b)(6)

Email: (b)(6)

**Human Resources Director | Vice President of Human Resources | Administrator**

Offering 20+ years of progressively responsible experience in human resource management, budgeting and administration. Proactive communicator, highly knowledgeable in human resource operations, team building, and effective strategies for organizational design and development.

**Areas of Expertise**

•Strategic Management •Conflict Resolution •Change Management •Budgeting •Team Leadership  
•Union Negotiations •Employee Relations •Corporate Policies •Performance Management •Contracts  
•Recruitment & Selection •Benefits Administration •HR Investigations •Research & Analysis

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**Professional  
Experience:**

**U.S. Department of Army, CHRA, Aberdeen PG, MD, 05/2012 - 05/2014 (Retired 5/30/2014)**

***CHRA-NE Deputy Regional Director, 0201, GS14, Aberdeen Proving Ground, MD, 05/2013 - 05/2014***

I served as the Deputy Director of Northeast Region of the Civilian Human Resources Agency (CHRA). The Northeast Region is composed of 16 Civilian Personnel Advisory Centers (CPACs) and a Regional Processing Center, which provides oversight of all civilian personnel advisory services, centralized human resources operations, fiscal program oversight, and senior supervisory authority of HR staff within the Northeast Region. In conjunction with the Regional Director (RD), I exercised delegated personnel management authority for all major HR programs in the Region and was directly responsible for oversight of the Chiefs of the Processing Divisions, Mission Support Office, Human Resource Development, Installation Services Division, Staffing/Class proponents, and non-supervisory RD staff. I directed internal program planning and evaluation, internal audit, budget planning and execution, development of regional procedures and guidance, co-management of regional production goals with RD, and other functions as assigned. I coordinated routinely with high level internal and external customers to facilitate Regional goals and objectives. During my tenure, I oversaw the successful movement of 200+ personnel to temporary emergency space, while waiting for a new building to be renovated. This required a considerable amount of time coordinating with Garrison leadership, other commands at APG, contracting personnel, and numerous meetings negotiating proposed emergency and permanent space.

***Director, CPAC (Area IV), 0201, GS14, Daegu, South Korea, 06/2012 - 05/2013***

I directed the work of the Area IV Civilian Personnel Advisory Center (CPAC), which provided civilian personnel services to a large multi-mission civilian work force. I served as an advisor to commanders, managers and senior staff, and provided guidance and assistance to supervisors and employees on all areas of personnel management regulations, policies and laws. I kept abreast of operating program developments to effectively assist management in discharging civilian personnel responsibilities. I participated in development of operational plans with top level managers and key operating officials. I served as an advisor on recruitment and placement strategies, local training/development needs, labor and management-employee relations, classification and position management, workers compensation and other human resources programs. I was responsible for analyzing proposed changes in operations, assessing the impact on personnel program requirements, and advising or guiding managers on the most effective personnel management strategies. I was responsible for developing information for and preparing special or recurring reports and studies relating to the total personnel program or specific areas for management use. I kept abreast of employee satisfaction, morale; analyzing work force trends and changes in key civilian personnel matters; and advising serviced commanders and managers of potential future problems.

I supervised and/or coordinated through subordinate supervisors the work of approximately 22 HR Specialists and Assistants engaged in ensuring timely and effective human resource duties for our serviced organizations throughout Area IV. I planned and assigned work to accomplish the mission of the Area IV CPAC and routinely make decisions on work problems presented by subordinate supervisors and established priorities and schedules. I evaluated supervisors and reviewed performance evaluations made by them. I heard group grievances and serious employee complaints, as well as those not resolved at a lower level, and reviewed serious disciplinary cases (i.e. proposing suspensions and removals) or problems involving key employees.

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**U.S. Department of Veteran Affairs, Ralph H. Johnson VA Medical Center, Charleston, SC, 07/2011-06/2012**

***Human Resources Officer, 0201, GS14***

As the HRO, I had full delegated authority and responsibility for the planning, direction, coordination, operation and internal evaluation of the human resources program of the Ralph H. Johnson Medical Center. I served as the full advisor and consultant to the Medical Center Director, the Associate Director, the Associate Director for Nursing, and the Chief of Staff, and took a very proactive role in meeting the needs of top management officials.

I participated as a member of VISN 7 and Medical Center Councils and was charged with the responsibility to develop, plan and implement strategic planning and action plans.

I supervised a staff of approximately 28 HR Specialists and Assistants responsible for the full life cycle of HR services/management. During my tenure, I was responsible for developing and implementing new HR policies and procedures to regain the personnel signature authority for the hospital that was taken away during the last 4 years. As a result of my efforts, and an audit by VHA Headquarters, the personnel signature authority was returned to the Ralph H. Johnson Medical Center.

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**U.S. Office of Special Counsel, Washington, DC, 12/2001 - 07/2011**

***Director of Human Resources and Administration, 0201, GS15, Washington, DC, 10/2004 - 07/2011***

As an advisor/consultant to the Special Counsel and his Deputy, I provided policy, procedural, and management advisory services in all areas of human resources. I was responsible for the full life-cycle of human capital services to include staffing, employee/labor relations, employee development, classification, performance and incentive awards management, benefits management, and payroll to the Headquarters and 4 Regional Offices (Oakland, Dallas, Detroit and Washington, DC). Served as the program manager for a \$15M human capital budget out of the agency's \$18.5M budget and monitored FTEE manning levels, budget execution and projections. Served on the agency Program Budget Advisory Committee with the Director of Finance to analyze and review our agency year-to-date funding totals, quarterly budget projections, and movement of funds within various program areas to meet annual funding goals. I managed agency safety, security, employee training, space management, facility management, document control, mailroom and administrative services. I supervised three HR Specialists, one Document Control Supervisor, one Administrative and Program Analyst, one Management Analyst, and various temporary hires. I provided daily guidance to all levels of the organization regarding the interpretation of the Code of Federal Regulation (CFR), United States Code (USC), and agency Human Resource policies and procedures. I served as the agency Telework Managing Officer, Incentive Awards Manager, Disabled Veterans Affirmative Action Program Manager, and Disability Program Manager. I was a member of the Executive Resources Board, Performance Review Board, and Student Loan Repayment Program Administration Panel, as well as the management representative for all Hiring Reform initiatives. I managed the agency's payroll program and provided biweekly guidance to timekeepers and agency employees regarding time and attendance, credit hours, compensatory time, and other pay related issues. Additionally, I served in a key role responsible for counseling, labor relations, and problem resolution for managers, first line supervisors, and employees alike.

***Investigator, 0201/1810, GS13, Dallas, TX, 12/2001 - 10/2004***

Planned and conducted on-site investigations of complex human resource matters relating to prohibited personnel practices, Whistleblower Protection Act, and Hatch Act throughout the United States. Reviewed and analyzed agency human resource policies and procedures, and regulatory guidance pertaining to affected personnel actions of the complainants. Prepared accurate and timely written records of interviews, reports of investigation, and other investigative activity. Briefed supervisors and assigned case attorneys on the progress of the investigation and the human resource or investigative facts that affected the potential for corrective or disciplinary action. Conducted negotiations to obtain corrective action or otherwise resolve complainant allegations using mediation, negotiation, or persuasion techniques.

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**Dallas Housing Authority, Dallas, TX, 11/1999 - 12/2001**

***Vice President of Human Resources & Administration***

Worked as part of the Senior Management Team providing the Chief Executive Officer and Chief Operating Officer with policy, procedural, and operational guidance in all areas of human resources. I was responsible for all aspects of Human Resources to include risk management, safety, training, purchasing, and mail courier services. I provided daily guidance to employees, supervisors, and managers of the organization regarding the interpretation of Human Resources policies and procedures. Served in a key role responsible for counseling, mediation, labor relations, and problem resolution for managers, first line supervisors, union officials, and employees alike. Served as the plan administrator for a \$16M retirement plan as well as the program manager



for the budget of all Human Resources related services and expenses. I was responsible for 14 subordinates who facilitated the accomplishment of staffing, employee relations, employee benefits, performance management, change management, risk analysis and employee safety, purchasing and vendor relations, and courier services for delivery of all internal and external mail. Served as the agency representative and provided testimony for grievances, complaints, and hearings; e.g., Dallas Housing Authority Grievance Panel, Equal Employment Opportunity Commission Complaints, and Texas Workforce Commission Hearings. I was responsible for writing resolutions and making Human Resource presentations before the Dallas Housing Authority Board of Directors.

---

**U.S. Office of Personnel Management, Dallas, TX, 05/1998 - 11/1999**

***Personnel Management Specialist, 0201, GS12***

Served as a member of the Program Management Evaluation Team that provided oversight for Human Resource Management (HRM) programs, systems and policies that were grounded in the Merit System Principles. Provided staff-level advice orally and in writing to operating personnel offices in interpreting Office of Personnel Management (OPM) regulations and laws that support personnel management principles. Interviewed managers, supervisors and subordinates on-site to ensure compliance with recruiting and placement programs, career development, staffing policies, equal opportunity, labor and employee relations programs. Performed an analysis of personnel management and delegated examining functions during the on-site evaluation for compliance with regulatory and statutory requirements. Identified best practices that contribute to successful HRM programs. Conducted classification appeals. Participated in special studies.

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**U.S. Department of Education, Dallas, TX, 08/1996 - 05/1998**

***Financial Management Specialist, 0501, GS12***

Provided financial guidance and technical assistance to State officials and staff in the area of Title I Formula Grants for State Vocational Rehabilitation Agencies and other non-federal entities in two Regions (Dallas and Denver). Responsible for analysis of financial status reports as well as other Formula Grant reporting requirements. Responsible for budgeting and reconciliation of Regional travel plan for Rehabilitation Services Administration.

***Personnel Management Specialist, 0201, GS11***

Responsible for the full range of personnel management services to include staffing, employee relations, position classification, employee development and labor relations. Interpreted rules, regulations and laws pertaining to personnel management and provided advice to Regional Directors and/or Commissioners. Worked with and advised supervisors on issues affecting the employer-employee relationship. Facilitated communications between management, the employee, and union. Provided management advisory services on recruitment, staffing matters, and the Department of Education (DOE) Collective Bargaining Agreement. Responsible for writing vacancy announcements, evaluating qualifications and conducting panels. Provided advice and counseling to employees and managers in all areas of personnel management.

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**U.S. Department Of Justice, Immigration & Naturalization Service, Dallas, TX, 09/1995 - 08/1996**

***Payroll Services Specialist, GS11***

Responsible for providing payroll guidance to Immigration & Naturalization Service (INS) field and staff offices for approximately 3000 employees; interpreted INS rules, regulations and laws as they apply to the areas of human resources and payroll; served as an expert in time and leave administration to include automated payroll procedures; processed bills of collection owed to the Federal government by INS employees; responsible for preparing and calculating manual payments for pay adjustments and lump sum leave; monitored leave donations under the Voluntary Leave Transfer Program (VLTP); prepared, evaluated and analyzed statistical personnel and payroll reports.

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**U.S. Department of Army, National Guard Bureau, Arlington, VA, 12/1989 - 01/1995 (Retired 01/31/1995)**

***Personnel Staff Officer, Chief Warrant Officer***

***Chief Warrant Officer Three (CW3), 0201:*** Responsible for assisting the Director of Personnel in all areas of personnel management, training management and office administration. Served as the Directorate subject matter expert in personnel administration for five Divisions and approximately 400 personnel. Responsible for

evaluating and analyzing statistical Full-Time Equivalent (FTE) manpower and budgetary data to include the preparation of associated reports for use by the Director of Personnel. Served on various Process Action Teams (PAT) which reviewed administrative policies and laws pertaining to the National Guard Bureau. Designed, developed and implemented the Active Guard/Reserve (AGR) Job Fair concept during the downsizing of units and reduction of active duty soldiers. As a result of the \$4.3M savings realized for the Job Fair concept, I received a \$25,000 cash award and was named the 1994 Suggester of the Year.

**Chief Warrant Officer Two (CW2), 0343:** Served as a member of the Program Management and Evaluation (PME) Team which required extensive travel (50%) to all 54 states and territories. Responsible for evaluating and review of the Active Guard/Reserve (AGR) Program in all states to ensure compliance with National Guard Bureau policy. Participated in entrance and exit briefs. Interviewed managers, supervisors and subordinates on-site to ensure compliance with recruiting and placement programs, career development, staffing policies, equal opportunity, labor and employee relations programs. Performed an analysis of various personnel management, HR information systems, and medical programs prior to the review as well as during the on-site evaluation for compliance with budgetary, regulatory or statutory requirements. Reviewed FTE funding levels for manpower and obligation and disbursement levels for AGR Medical and Dental Programs. Prepared evaluation reports for use by state personnel to assist them in their efforts to develop/manage an effective program. Answered policy inquiries (written and telephonic) and developed policy/regulatory guidance for state AGR Managers and Personnel Officers.

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**Education:** **University of the State of New York (Now Excelsior College)** Albany, NY  
Bachelors of Science Degree 06/1995  
**Major:** Liberal Arts - Sociology **Minor:** Business

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**Job Related Training:** Federal Law Enforcement Training Center, Law Enforcement Advanced Interviewing Techniques  
Graduate School, USDA, Jump-Starting High Performance Teams  
Graduate School, USDA, Adverse and Performance Based Actions  
Lorman Educational Services, Employee Discharge & Documentation  
Haynes & Boone, Employment Law Update  
Whitney & Associates, Hiring and Firing Within the Law  
Avitar Corporation, Certified in Oral Drug Screening  
Kepner-Tregoe Problem Solving & Decision Analysis Course  
Graduate School, USDA, Advanced Position Classification Course  
Graduate School, USDA, Basic Position Classification Course  
Graduate School, USDA, Stress Management  
US Department of Education, Labor-Management Partnership Training  
Graduate School, USDA, National Independent Study Center, Governmental Bookkeeping and Accounting Course, 40 credit hours  
US Department of the Army, Supervisor Development Correspondence Course (ST 5000), 40 credit hours  
US Office of Personnel Management, Personal Computer Repair and Preventive Maintenance for the End User  
US Office of Personnel Management, Administrative Officers Seminar  
Fred Pryor Seminar, How to Get Things Done  
US Office of Personnel Management, Time Management  
Nevada Army National Guard, One-Minute Manager Course  
US Department of the Army, Supervisory Training in the Prevention of Sexual Harassment  
US Department of the Army, How to Negotiate With People  
US Marshals Service, Law Enforcement Officer Survival Training  
US Office of Personnel Management, Employment Interviewing for Supervisors and Managers  
US Army Finance & Accounting Center, Military Pay Supervisors Training Course

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**Additional Information:** **AWARDS:**  
2014 Cash Award, \$1,000, Special Act  
2010 Cash Award, \$8,000, Performance Based  
2009 Cash Award, \$8,000, Performance Based  
2008 Cash Award, \$8,000, Performance Based  
2007 Cash Award, \$7,000, Performance Based  
2006 Cash Award, \$5,000, Performance Based  
2005 Cash Award, \$8,000, Performance Based  
2002 Cash Award, \$230, Special Act  
1999 Cash Award, \$800, Performance Based  
1997 Cash Award, \$500, Performance Based  
1996 Cash Award, \$1000, Performance Based  
1994 Suggester of the Year Award, National Guard Bureau. Received \$25,000 cash award for development of an idea to conduct National Active Guard/Reserve Job Fairs for soldiers displaced due to the military

drawdown. This idea resulted in a \$4.3M dollar savings in involuntary separation incentives for the first year.

**REFERENCES:**

**Professional**

Erin Freitag, Regional Director, CHRA-NE/EU, (b)(6)

Cliff Dickman, Former Deputy Director, CHRA,

Scott Isaacks, VA Medical Center Director, (b)(6)

Bill Reukauf, Former Acting Special Counsel, (b)(6)

Ann Lott, Former Director, Dallas Housing Authority, (b)(6)

**Personal**

Doug Stickler,

Ken Starnes, (b)(6)

Ericka Deas-Johnson, (b)(6)

**To:** scott\_cameron@ios.doi.gov[scott\_cameron@ios.doi.gov]  
**From:** Katharine Macgregor  
**Sent:** 2017-03-07T06:15:01-05:00  
**Importance:** Normal  
**Subject:** Fwd: ANWR mapping  
**Received:** 2017-03-07T06:15:15-05:00  
[ATT00001.htm](#)  
[48FedReg16858.pdf](#)

FYI

Sent from my iPhone

Begin forwarded message:

**From:** Alan Mintz <[alm@vnf.com](mailto:alm@vnf.com)>  
**To:** "Kate MacGregor ([kate\\_macgregor@ios.doi.gov](mailto:kate_macgregor@ios.doi.gov))" <[kate\\_macgregor@ios.doi.gov](mailto:kate_macgregor@ios.doi.gov)>  
**Cc:** "Tara Sweeney ([TSweeney@asrc.com](mailto:TSweeney@asrc.com))" <[TSweeney@asrc.com](mailto:TSweeney@asrc.com)>, Andrew Vanderjack <[amv@vnf.com](mailto:amv@vnf.com)>  
**Subject:** ANWR mapping

Thanks again for taking time from your incredibly busy schedule to meet with Tara Sweeney and the Arctic Slope Regional Corporation team last week. We greatly appreciated your time and consideration.

At the end of our meeting, I briefly mentioned that the Senate Energy Committee staff has requested that representatives of the USGS prepare a map of the Coastal Plain of the Arctic National Wildlife Refuge that could be used during Congressional consideration of legislation to open the Coastal Plain to oil and gas leasing, exploration and development. However, to date, the USGS has not prepared a map in the manner requested by the Committee staff.

Part of the disconnect between the Committee staff and the USGS has been over what area within the Refuge should be designated as within the "Coastal Plain". The "coastal plain" is defined in section 1002(b)(1) of the Alaska National Interest Lands Conservation Act of 1980 (ANILCA) by reference to a map. The map explicitly excluded from the Coastal Plain three townships of surface land that had been selected by and conveyed to Kaktovik Inupiat Corporation (the Village Corporation established pursuant to the Alaska Native Claims Settlement Act of 1971 by the residents of the Village of Kaktovik). ASRC owns the subsurface estate beneath the Village Corporation's surface estate.

In April 1983, the Department of the Interior published in the Federal Register a notice regarding a possible seismic exploration program in the coastal plain. As an appendix to the notice (a copy of which is attached hereto for your use and information), the Department set forth a metes and bounds description of the "coastal plain" that is consistent with the ANILCA map of the Refuge, and that again excludes from the definition of the coastal plain the three townships of land that had been conveyed to

KIC.

It is my understanding that the Senate Committee staff has asked the USGS to prepare a map of the Coastal Plain that is consistent with both the 1980 ANILCA map of the Refuge and the 1983 Federal Register notice. Hopefully, the USGS will now proceed to comply with the request of the Committee staff without further input from you or us. But, just in case this matter comes to your attention, I thought that you should have this background and information.

Please let me know if you have any questions or concerns regarding the definition of the Coastal Plain or any other aspect of this matter. As we discussed, I have been involved on behalf of ASRC and the Inupiat people in this matter for the past 40 years, and I would be happy to provide you with any further background or history on ANWR, the Coastal Plain, the maps, or ASRC's lands and interests in ANWR that may be of interest to you.

Thanks again for your time and consideration last week. We greatly appreciate your attention to these matters, and look forward to seeing you again soon.

Alan L. Mintz  
Partner  
Van Ness Feldman, LLP  
1050 Thomas Jefferson Street, N.W.  
Washington, D.C. 20007

(b)(6)

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the selection of Alternative 3 is being published separately as a notice also in Part IV of this issue. Copies of the final EIS may be obtained from Doug Fruge, Division of Refuges, Alaska Regional Office, U.S. Fish and Wildlife Service, 1011 E. Tudor Road, Anchorage, Alaska 99503.

**Effective Date.** These guidelines, including the provisions specifically designed to implement Section 110 of Pub. L. 97-394, take effect immediately upon their publication in the *Federal Register* because the need to accept, evaluate, modify, if necessary, and approve qualifying applications or exploration plans, and to issue permits in time to authorize preliminary field investigations and surface geological exploration to be conducted during the summer of 1983 and to enable winter seismic exploration to be conducted during the 1983-1984 field season constitutes good cause for waiving the 30-day notice normally afforded in accordance with 5 U.S.C. 553(d). The need to avoid a hiatus in the Service's regulatory program that would otherwise be created at this time, if rules were established to address the acquisition, submission and disclosure of geological and geophysical data and information, but not the use of such data and information, also constitutes good cause for giving immediate effect to the provisions designed to implement Section 110, notwithstanding the invitation of public comment found above under the discussion of 50 CFR 37.2(a). Moreover, the advance public notice of the guidelines' contents afforded by virtue of their inclusion as preliminary final regulations in Appendix A of the final EIS is thought to mitigate any hardship that might otherwise derive from this waiver of the 30-day period provided in 5 U.S.C. 553(d).

#### List of Subjects in 50 CFR Part 37

Alaska, Oil and gas exploration, Wildlife refuges.

For the reasons set out in the preamble, the EIS and the record of decision, and under the authorities of section 1002 of the Alaska National Interest Lands Conservation Act, 94 Stat. 2449, as amended by section 110 of Pub. L. 97-394, 96 Stat. 1982 (16 U.S.C. 3142); section 110 of Pub. L. 89-665, as added by section 206 of Pub. L. 96-515, 94 Stat. 2996 (16 U.S.C. 470h-2); section 401 of Pub. L. 148, 49 Stat. 383, as amended (16 U.S.C. 715s); 31 U.S.C. 9701; 5 U.S.C. 301; and 209 DM 6.1; 50 CFR Part 37 is added to Chapter I, Subchapter C, and established as follows.

Dated: April 4, 1983.

G. Ray Arnett,

*Assistant Secretary for Fish and Wildlife and Parks.*

### PART 37—GEOLOGICAL AND GEOPHYSICAL EXPLORATION OF THE COASTAL PLAIN, ARCTIC NATIONAL WILDLIFE REFUGE, ALASKA

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#### Appendix I—Legal Description of the Coastal Plain, Arctic National Wildlife Refuge, Alaska.

Authority: Sec. 1002, Pub. L. 96-487, 94 Stat. 2449, as amended by Sec. 110, Pub. L. 97-394, 96 Stat. 1982 (16 U.S.C. 3142); Sec. 110, Pub. L. 89-665, as added by Sec. 206, Pub. L. 96-515, 94 Stat. 2996 (16 U.S.C. 470h-2); Sec. 401, Pub. L. 148, 49 Stat. 383, as amended (16 U.S.C. 715s); 31 U.S.C. 9701; 5 U.S.C. 301; 209 DM 6.1.

Note.—The information collection requirements contained in this part do not require approval by the Office of Management and Budget under 44 U.S.C. 3501 *et seq.*, because there are fewer than 10 respondents annually.

#### Subpart A—General Provisions

##### § 37.1 Purpose.

These regulations implement the requirement of section 1002(d) of the

Alaska National Interest Lands Conservation Act, 94 Stat. 2450, as amended, 16 U.S.C. 3142(d), that the Secretary establish guidelines governing surface geological and geophysical exploration for oil and gas within the coastal plain of the Arctic National Wildlife Refuge. Section 1002 mandates an oil and gas exploration program for the refuge's coastal plain. The program shall culminate in a report to Congress which contains, among other things, the identification of those areas within the coastal plain that have oil and gas production potential, an estimate of the volume of oil and gas concerned, the description of the wildlife, its habitat, and other resources that are within the areas identified, and an evaluation of the adverse effects that the carrying out of further exploration for, and the development and production of, oil and gas within such areas will have on the refuge's resources. It is the objective of this program to ascertain the best possible data and information concerning the probable existence, location, volume, and potential for further exploration, development, and production of oil and gas within the coastal plain without significantly adversely affecting the wildlife, its habitat, or the environment and without unnecessary duplication of exploratory activities. These regulations prescribe the requirements and procedures for obtaining authorization for and the conduct of such exploratory activities, and for submitting to the Department the resulting data and information. These regulations also describe other matters relating to the administration of the program.

##### § 37.2 Definitions.

The following definitions are applicable to the sections of this part.

(a) "Act" means section 1002 of the Alaska National Interest Lands Conservation Act, 94 Stat. 2449, as amended by section 110 of Pub. L. 97-394, 96 Stat. 1982, 16 U.S.C. 3142.

(b) "Adequate protective cover" means snow or a frostline, or both, sufficient to protect the vegetation and soil from significant adverse effects due to the operation of surface equipment, as determined by the Regional Director.

(c) "Coastal lagoons" means the waters and submerged lands between the mainland and the offshore barrier islands that lie between Brownlow Point and the Aichilik River within the coastal plain.

(d) "Coastal plain" means that area shown on the map entitled "Arctic National Wildlife Refuge", dated August

1980, and legally described in Appendix I of this Part.

(e) "Cultural resource" means any district, site, building, structure, or object significant in American history, architecture, archeology, engineering or culture, as determined in accordance with 36 CFR 80.6.

(f) "Department" means the Department of the Interior and any of its component bureaus and offices.

(g) "Director" means the Director of the U.S. Fish and Wildlife Service or his authorized representative.

(h) "Exploration plan" means the way in which a program of exploratory activities is proposed to be arranged and carried out.

(i) "Exploratory activities" means surface geological exploration or seismic exploration or both of the coastal plain and all related activities and logistics required for either or both, and any other type of geophysical exploration of the coastal plain which involves or is a component of an exploration program for the coastal plain involving surface use of refuge lands and all related activities and logistics required for such exploration.

(j) "Harass" means to pursue, hunt, take, capture, molest, collect, harm, shoot or kill or attempt to engage in any of the preceding by either intentional or negligent act or omission.

(k) "Hazardous substances" means petroleum, petroleum products, toxic materials, chemical effluent, explosives, or other materials which are likely to cause significant adverse effects to the refuge's wildlife, its habitat, the environment, or humans.

(l) "Permittee" means the person authorized by a special use permit issued pursuant to this part to conduct exploratory activities on the coastal plain; any official, employee, contractor, subcontractor or agent of the permittee or of the permittee's designee; and any participant to the permittee's permit.

(m) "Person" means any individual, partnership, firm, corporation, association, organization, or agency.

(n) "Plan of operation" means detailed procedures, covering a period not to exceed 12 months, proposed for executing an exploration plan.

(o) "Processed, analyzed and interpreted data or information" means any data or information which results from any subsequent modification, processing, analysis, or interpretation of raw data and information by human or electronic means, on or off the refuge.

(p) "Raw data and information" means all original observations and recordings in written or electronic form and samples obtained during field operations.

(q) "Refuge" means the Arctic National Wildlife Refuge.

(r) "Regional Director" means the Regional Director, Region 7 of the U.S. Fish and Wildlife Service, or his authorized representative.

(s) "Rehabilitation" means the act of returning the landform and vegetation to as near its original shape and condition as practicable, as determined by the Regional Director.

(t) "Secretary" means the Secretary of the Interior or his authorized representative.

(u) "Service" means the U.S. Fish and Wildlife Service.

(v) "Solicitor" means the Solicitor of the Department of the Interior or his authorized representative.

(w) "Special use permit" means a revocable, nonpossessory privilege issued in writing by the Regional Director and authorizing the permittee to enter and use the refuge for a specified period to conduct exploratory activities, and other activities necessary thereto.

(x) "Support facilities" means facilities on or near the refuge used to provide logistical support for the field exploratory activities.

(y) "Third party" means any person other than a representative of the permittee or the United States government.

(z) "Waste" means all material for discard from exploratory activities. It includes, but is not limited to, human waste, trash, garbage, refuse, fuel drums, shot wire, survey stakes, explosives boxes, ashes, and functional and nonfunctional equipment.

(aa) "Wildlife" means fish or wildlife or both.

#### § 37.3 Other applicable laws.

(a) Nothing in this part shall be construed to relieve a permittee or any person from complying with any applicable federal laws or any applicable state and local laws, the requirements of which are not inconsistent with this part.

(b) Until the litigation between the United States and the State of Alaska over title to the submerged lands of the coastal lagoons, "United States v. Alaska", Sup. Ct., No. 84, Orig. (1979), is resolved, the permittee shall satisfy both federal and state requirements for conducting oil and gas exploration in the coastal lagoons. In the event of an inconsistency between such requirements the permittee shall satisfy that requirement which provides the greatest environmental protection.

#### § 37.4 Disclaimer and disqualification.

(a) Authorization granted under this part to conduct exploratory activities

shall not confer a right to any discovered oil, gas, or other mineral in any manner.

(b) Any person who obtains access pursuant to § 37.54 to data and information obtained as a result of carrying out exploratory activities shall be disqualified from obtaining or participating in any lease of the oil and gas to which such data and information pertain. Any person who obtains access to data and information obtained as a result of carrying out exploratory activities from any person other than the permittee who obtained such data and information shall be disqualified from obtaining or participating in any lease of the oil and gas to which such data and information pertain.

### Subpart B—General Requirements

#### § 37.11 General standards for exploratory activities.

(a) No exploratory activities shall be conducted without a special use permit. Requirements and procedures for obtaining a special use permit are prescribed in §§ 37.21 through 37.23.

(b) Exploratory activities shall be conducted so that they do not:

(1) Significantly adversely affect the refuge's wildlife, its habitat, or the environment;

(2) Unnecessarily duplicate exploratory activities of the permittee or another permittee; and

(3) Unreasonably or significantly interfere with another permittee's activities.

(c) Reexamination of an area may be permitted by the Regional Director if necessary to correct data deficiencies or to refine or improve data or information already gathered.

(d) Drilling of exploratory wells is prohibited.

#### § 37.12 Responsibilities of permittee.

(a) The permittee shall comply and shall be responsible for the compliance of its officials, employees, contractors, subcontractors and agents with the regulations of this part, the terms and conditions of its special use permit, the provisions of its approved exploration plan and plan of operation, and all reasonable stipulations, demands and orders issued by the Regional Director. All actions by the permittee inconsistent with this part are prohibited.

(b) The permittee shall designate a general representative who shall be the person primarily accountable for managing the permittee's authorized activities, and a field representative who shall be the person primarily accountable for supervising the

permittee's field operations, and their alternates. The Regional Director shall be informed of the names, addresses, and telephone numbers of the persons designated pursuant to this paragraph and of the procedures for contacting them on a 24-hour basis, including the radio frequency for field operations, at the time the permittee submits its first plan of operation pursuant to § 37.24. The permittee shall notify the Regional Director promptly of any changes in such personnel or the procedures for contacting them.

(c) Field operations shall be conducted by the permittee or a designee approved by the Regional Director. Assignment of a designee shall be in a manner and form acceptable to the Regional Director. The Regional Director shall approve or disapprove a permittee's designee within 30 days following the receipt of such information as the Regional Director may require from the permittee and designee in order to reach his decision. Acceptance of a designee to act for the permittee in matters relating to the conduct of exploratory activities does not relieve the permittee of responsibility for compliance with applicable laws, its special use permit, exploration plan, plan of operation, and all reasonable stipulations, demands and orders of the Regional Director. The designee will be considered the agent of the permittee and will be responsible for complying fully with the obligations of the permittee. The serving of stipulations, demands, orders, and notices on the permittee's designee, when delivered personally or by radio or mail, will be deemed to be service upon the permittee. The permittee shall notify the Regional Director in writing when assignment of a designee has been cancelled. A designee cannot reassign its designation to another party. The permittee or designee shall notify the Regional Director 10 working days in advance of its intention to commence field operations for each season that it conducts exploratory activities.

(d) The permittee shall submit to the Regional Director 30 days prior to the commencement of field operations for each year covered by its exploration plan an updated list of the names and addresses of all persons participating in the exploratory activities covered thereby or sharing in the data and information resulting therefrom through a cost-sharing or any other arrangement.

(e) The permittee shall perform operations and maintain equipment in a safe and workmanlike manner. The permittee shall take all reasonable precautions necessary to provide

adequate protection for the health and safety of life and the protection of property and to comply with any health and safety requirements prescribed by the Regional Director.

#### § 37.13 Group participation.

(a) To avoid unnecessary duplication of exploratory activities, the permittee shall, if ordered by the Regional Director, afford all interested persons, through a signed agreement, an opportunity to participate in its exploratory activities. Within 60 days following such order, the permittee shall provide evidence satisfactory to the Regional Director of its compliance therewith. The permittee shall provide the Regional Director with the names and addresses of all additional participants, as they join.

(b) If, with the approval of the Regional Director, the permittee at any time changes any provisions of its approved exploration plan relating to areal extent, intensity of exploratory activities, or logistical support, and the Regional Director determines such changes to be significant, the Regional Director may require the permittee to afford all interested persons another opportunity to participate in the permitted exploratory activities in accordance with paragraph (a) of this section.

(c) The requirements of this section do not preclude the permittee from initiating field operations as authorized under its special use permit.

(d) All participants shall be bound by the regulations of this part, the permittee's special use permit, approved exploration plan and plan of operation and any reasonable stipulations, demands and orders issued by the Regional Director.

#### § 37.14 Bonding.

(a) Before the issuance of its special use permit, any applicant whose exploration plan has been approved under § 37.22 shall furnish to the Service a surety bond of not less than \$100,000, or other security satisfactory to the Service, to secure performance of its exploration plan and plan(s) of operation and compliance with the permit and this part. Such surety bond shall be issued by qualified surety companies approved by the Department of the Treasury (see Department of the Treasury Circular No. 570). Such bond shall be maintained by the permittee for the benefit of the Service until the Regional Director notifies the permittee in writing that all terms and conditions of its exploration plan, special use permit, plan of operation, and this part have been met or otherwise consents to

its cancellation or termination. Any bond furnished or maintained by a person under this section shall be on a form approved or prescribed by the Regional Director. The Regional Director may require an increase in the amount of any bond or other security to be furnished and any outstanding bond or security or require a new bond or security whenever additional coverage is needed to secure performance of its exploration plan and plan(s) of operation and compliance with the permit and this part or is needed as a consequence of default.

(b) Whenever a permittee's exploration plan, plan of operation, or special use permit is revised or modified, the permittee shall provide to the Regional Director within 30 days thereafter an acknowledgement by the surety that its bond continues to apply to the exploration plan, plan of operation or special use permit, as revised or modified, unless a waiver of notice to the surety is contained in the bond or the surety is not otherwise released by the revision or modification, or unless the permittee provides to the Service an increased or additional bond.

(c) Recovery of the amount specified in the permittee's bond or other security shall not preclude the Department from seeking specific performance by the permittee of any obligations not satisfied by enforcement of the bond or security, or compensation for any damages, losses or costs due to the permittee's activities which exceed the amount recovered, by pursuing the Department's legal remedies.

### Subpart C—Exploration Plans

#### § 37.21 Application requirements.

(a) Prior to submitting an exploration plan, applicants may meet with the Regional Director to discuss their proposed plans and exploratory activities and the requirements of this part.

(b) Any person wanting to conduct exploratory activities may apply for a special use permit by submitting for approval one or more written exploration plans, in triplicate, to the Regional Director, Region 7, U.S. Fish and Wildlife Service, 1011 East Tudor Road, Anchorage, Alaska 99503. To be considered, exploration plans covering the period from the inception of the program through May 31, 1986 or any portions thereof must be received by the Regional Director during normal business hours on May 20, 1983 and exploration plans covering the period from October 1, 1984 through May 31, 1986 or any portions thereof must be



received by the Regional Director during normal business hours on March 1, 1984.

(c) In addition to containing the information required in paragraph (d) of this section, any exploration plan submitted shall describe the applicant's plan for carrying out an integrated program of exploratory activities in such a manner as will satisfy the objective and limitations stated in § 37.1. If an applicant submits an exploration plan on May 20, 1983 with the intention of submitting another exploration plan on March 1, 1984, the applicant shall describe in its initial plan how its future exploratory activities will be integrated with those proposed under its initial plan. Any applicant submitting an exploration plan on May 20, 1983 which incorporates preliminary field investigations and/or surface geological exploration proposed to commence before August 1, 1983 may submit a written request to the Regional Director for an expedited review and approval of that portion of the exploration plan covering such preliminary investigations and/or exploration. Each exploration plan submitted must be published and be the subject of a public hearing in accordance with requirements of § 37.22(b).

(d) An exploration plan shall set forth in general terms such information as is required by this part and by the Regional Director in determining whether the plan is consistent with this part, including, but not limited to:

(1) The name and address of any person who will conduct the proposed exploratory activities, i.e., the applicant/permittee, and, if that person is an agency, firm, corporation, organization, or association, the names and addresses of the responsible officials, or, if a partnership, the names and addresses of all partners;

(2) The names and addresses of all persons planning at the time of plan submittal to participate in the proposed exploratory activities or share in the data and information resulting therefrom through a cost-sharing or any other arrangement;

(3) Evidence of the applicant's technical and financial ability to conduct integrated and well designed exploratory activities in an arctic or subarctic environment and of the applicant's responsibility in complying with any exploration permits previously held by it;

(4) A map at a scale of 1:250,000 of the geographic areas in which exploratory activities are proposed and of the approximate locations of the applicant's proposed geophysical survey lines, travel routes to and within the refuge, fuel caches, and major support facilities;

(5) A general description of the type of exploratory activities planned, including alternate exploratory methods and techniques if proposed, and the manner and sequence in which such activities will be conducted;

(6) A description of how various exploratory methods and techniques will be utilized in an integrated fashion to avoid unnecessary duplication of the applicant's own work;

(7) A schedule for the exploratory activities proposed, including the approximate dates on which the various types of exploratory activities are proposed to be commenced and completed;

(8) A description of the applicant's proposed communication techniques;

(9) A description of the equipment, support facilities, methods of access and personnel that will be used in carrying out exploratory activities;

(10) A hazardous substances control and contingency plan describing actions to be taken to use, store, control, clean up, and dispose of these materials in the event of a spill or accident;

(11) A general description of the anticipated impacts that the proposed exploratory activities may have on the refuge's wildlife, its habitat, the environment, subsistence uses and needs, and cultural resources, and a description of mitigating measures which will be implemented to minimize or avoid such impacts;

(12) A description of the proposed procedures for monitoring the environmental impacts of its operation and its compliance with all regulatory and permit requirements;

(13) A statement that, if authorized to conduct exploratory activities, the applicant shall comply with this part, its special use permit, its approved exploration plan, plan of operation, and all reasonable stipulations, demands and orders issued by the Regional Director;

(14) A description of the applicant's proposed data quality assurance and control program; and

(15) Such other pertinent information as the Regional Director may reasonably require.

#### § 37.22 Approval of exploration plan.

(a) An exploration plan shall be approved by the Regional Director if he determines that it satisfies the requirements of §§ 37.21(c) and 37.21(d) and is otherwise consistent with the Act and the regulations of this part. In order to meet the objective and limitations stated in § 37.1, enforce the standards stated in § 37.11(b), or minimize adverse impacts on subsistence uses, the Regional Director may approve or

disapprove any exploration plan in whole or in part or may require, as a condition of approval, an applicant to conduct its exploratory activities in an assigned area or jointly with other applicants or to make such modification in its exploration plan as he considers necessary and appropriate to make it consistent with this part. No plan shall be approved if the applicant submitting it does not demonstrate to the reasonable satisfaction of the Regional Director its adequate technical and financial ability to conduct integrated and well designed exploratory activities in an arctic or subarctic environment, and a history of responsible compliance with any exploration permits that it or its responsible officials or partners may have previously held.

(b) Upon receipt of an exploration plan submitted in accordance with § 37.21(b), the Regional Director shall promptly publish notice of the application and text of the plan in the Federal Register and newspapers of general circulation in the State of Alaska. The Regional Director shall determine within 90 days after the plan is submitted whether the plan is consistent with this part. The Regional Director may extend this 90-day period for up to 30 additional days upon written notice to the applicant. Before making his determination, the Regional Director shall hold at least one public hearing in the State for the purpose of receiving public comments on the plan and may confer with the applicant whenever he deems it necessary. The Regional Director shall give the applicant written notice of his determination.

(c) Whenever the Regional Director disapproves an exploration plan in whole or in part, he shall notify the applicant in writing of the reasons for his disapproval. The applicant may request the Director to consider that which was disapproved by the Regional Director by filing a written request with the Director, U.S. Fish and Wildlife Service, Department of the Interior, Washington, D.C. 20240, within 30 days from the date of disapproval. Such a request shall not operate to stay the Regional Director's disapproval. The request shall:

(1) State fully the basis for the applicant's disagreement with the Regional Director's determination;

(2) Include any statement or documentation, in addition to that already submitted by the applicant with its application, which demonstrates that the applicant's exploration plan is consistent with this part; and

(3) Indicate whether or not the applicant requests an informal hearing before the Director.

The Director shall provide an informal hearing if requested by the applicant. Within 30 days of the receipt of the applicant's request for reconsideration of the applicant's hearing, if any, whichever is later, the Director shall affirm, reverse, or modify the Regional Director's determination. Written notice of the Director's decision and the reasons therefor shall be provided promptly to the applicant. The Director's decision shall constitute the final administrative decision of the Secretary on the matter. Nothing in this part shall be construed to deprive the Secretary or the Assistant Secretary for Fish and Wildlife and Parks of the authority to take jurisdiction at any stage of any appeal or request for reconsideration and render the final decision in the matter after holding any informal hearing that may be required, to review any decision of the Regional Director or Director, or to direct the Regional Director or Director to reconsider a decision.

(d) The Regional Director, as a condition of approval of any exploration plan under this section, shall:

(1) Require that all data and information (including processed, analyzed and interpreted information) obtained as a result of carrying out the plan shall be submitted to the Regional Director, as provided in § 37.53;

(2) Make such data and information available to the public, except that any processed, analyzed and interpreted data or information shall be held confidential by the Department for a period of not less than 10 years following the submission of such data or information to the Regional Director or 2 years following any lease sale including the area within the refuge from which the information was obtained, whichever period is longer, as provided in § 37.54; and

(3) Require that all raw data and information obtained as a result of carrying out the plan shall be made available by the permittee to any person at fair cost.

(e) In the course of evaluating an exploration plan, the Regional Director shall also evaluate the effect of the proposed exploratory activities on subsistence uses and needs, the availability for exploration of alternate areas within the coastal plain, and alternatives to the proposed activities which would reduce or eliminate the use of areas within the coastal plain needed for subsistence purposes. If the Regional Director finds that the exploration plan,

if approved, would significantly restrict subsistence uses, he shall satisfy the requirement to hold a hearing on this issue by incorporating it in any hearing held pursuant to paragraph (b) of this section and shall otherwise satisfy the procedural requirements of section 810(a) of the Alaska National Interest Lands Conservation Act, 94 Stat. 2427, 16 U.S.C. 3120, before approving the plan.

#### § 37.23 Special use permit.

(a) Within 45 days, or sooner if practicable, of approving an exploration plan, or portion thereof, the Regional Director shall, unless prohibited by law, issue a special use permit to authorize the permittee to proceed with those exploratory activities described and approved in its exploration plan, or portion thereof, provided that the requirements of § 37.14(a) have been satisfied. The special use permit may contain such terms and conditions and may be amended from time to time as the Regional Director deems necessary and appropriate to carry out the Act and this part.

(b) Before issuing a special use permit to authorize exploration of lands within the coastal plain allotted pursuant to the Act of May 17, 1906, 34 Stat. 197, as amended by the Act of August 2, 1956, 70 Stat. 954, or on lands within the coastal plain the surface estate in which has been selected by or conveyed to the Kaktovik Inupiat Corporation pursuant to Sections 12 and 14 of the Alaska Native Claims Settlement Act, 85 Stat. 701 and 702, 43 U.S.C. 1611 and 1613, the Regional Director shall seek the views of the holder of such approved native allotment or the Corporation for the purpose of developing permit conditions designed to mitigate the effects of such exploration on its interests.

#### § 37.24 Plan of operation.

Each approved exploration plan shall be supplemented by a written plan of operation for each fiscal year, or portions thereof, covered by the exploration plan. Each plan of operation shall specify the field operations for implementing that exploration plan during the year, or portions thereof, covered by the plan of operation. Each plan of operation shall be submitted to the Regional Director at least 30 days before field operations are to be commenced thereunder, except that any plan of operation supplementing a portion of an exploration plan that received expedited review and approval pursuant to § 37.21(c) shall be submitted 10 days before field operations are to be commenced thereunder. A plan of operation shall set forth such specific

information as is required by the Regional Director in determining whether the plan is consistent with the exploration plan to which it pertains and with this part. The permittee shall make such modifications in its plan of operation as are deemed at any time by the Regional Director to be necessary and appropriate to ensure such consistency. Reconsideration of the Regional Director's actions under this section may be obtained by employing the procedures described in § 37.22(c).

#### § 37.25 Revision.

(a) A permittee may request the Regional Director for permission to revise its approved exploration plan. Until the Regional Director grants the permittee's request, no revision of its exploration plan shall be implemented. Such request shall be deemed to be granted on the 10th working day following its receipt unless the Regional Director denies the request; advises the permittee that the proposed revision is major and, therefore, must satisfy the publication and hearing requirements of § 37.22(b) before it can be acted upon; by timely written notice extends the period for considering the request; conditionally approves the proposed revision with such modifications as he stipulates are necessary and appropriate; or, unconditionally approves the proposed revision within a shorter period. No revision of an exploration plan shall be approved that is inconsistent with the Act or this part. Approval of any revision is subject to the conditions stated in § 37.22(d) to the extent that they are pertinent.

(b) Upon 10 working days advance notice to the Regional Director of its proposed revision, or within such lesser period as may be concurred in by the Regional Director, a permittee may implement a revision of its plan of operation, provided that such revision is consistent with the exploration plan to which the plan of operation pertains and this part. The Regional Director may require the permittee to defer, modify, or rescind such revision whenever he determines that such action is necessary and appropriate to ensure such consistency.

(c) Reconsideration of the Regional Director's actions under this section may be obtained by employing the procedures described in § 37.22(c). A request for reconsideration shall not operate to stay the Regional Director's actions unless such stay is granted in writing by the Director.

**Subpart D—Environmental Protection****§ 37.31 Environmental protection.**

(a) The permittee shall conduct operations in a manner which avoids significant adverse effects on the refuge's wildlife, its habitat, and environment. The Regional Director may impose stipulations to supplement the permittee's special use permit and issue other orders as needed to ensure that the permittee's activities are conducted in a manner consistent with this part. If, after 30 days, or in emergencies such shorter periods as shall not be unreasonable, following a demand by the Regional Director, the permittee shall fail or refuse to perform any action required by this part, its exploration plan, plan of operation, special use permit, or a stipulation or order of the Refuge Manager, the department shall have the right, but not the obligation, to perform any or all such actions at the sole expense of the permittee. Prior to making such demand, the Regional Director shall confer with the permittee, if practicable to do so, regarding the required action or actions included in the demand. Reconsideration of the Regional Director's demands under this section may be obtained by employing the procedures described in § 37.22(c). A request for reconsideration shall not operate to stay the Regional Director's demands or the Department's performance pursuant to this section unless such stay is granted in writing by the Director.

(b) *Terrestrial environment.* (1) Vehicles shall be operated in a manner such that the vegetative mat or soil is not significantly damaged or displaced. Blading of snow on trails or campsites shall be limited so as to maintain an adequate protective cover.

(2) Ground vehicles shall be of the type causing the least practicable harm to the surface, such as Nodwell FN-110 or FN-60 or Bombardier track vehicles, mobile camps on flexible tracks or skids, vibrator units on flexible tracks or wheels, D-7 Caterpillar tractors, or their equivalent. They shall be operated only in the winter and where there is adequate protective cover. Vehicle operation shall cease in the spring when the Regional Director determines that the protective cover is no longer adequate. Operation of ground vehicles in the summer is prohibited.

(3) Movement of equipment through riparian willow stands shall be avoided, except when approved by the Regional Director.

(4) Above ground explosive charges shall be utilized in a manner to minimize damage to the vegetative mat.

(5) Campsites may be located on lakes which are frozen throughout, including bottom sediments, on durable ground, and on lagoons which are frozen to sufficient depth to ensure safety of personnel, but shall not be located on river ice. Durable ground can include gravel or sand bars or vegetated ground with adequate protective cover.

(6) Campsites and trails shall be kept clean of waste.

(7) Gray water may be discharged to the surface provided it is filtered, disinfected, and not discharged directly into lakes and rivers.

(8) The permittee shall take all precautionary measures necessary to prevent and suppress man-caused tundra fires and shall notify the Regional Director of the occurrence of any tundra fires immediately or as soon as communication can be established.

(9) Rehabilitation of disturbed surface areas shall be accomplished by the permittee in accordance with schedules and a plan required and approved by the Regional Director. Revegetation shall be accomplished exclusively with endemic species.

(10) The permittee shall not harass wildlife in any manner, including, but not limited to, close approach by surface vehicles or aircraft. Aircraft should maintain an altitude of at least 1500 feet above ground level whenever practicable.

(11) No explosives shall be detonated within ½ miles of any known denning brown or polar bear or any muskoxen or caribou herd.

(12) The permittee shall operate in such a manner as not to impede or restrict the free passage and movement of large mammals, including caribou, muskoxen, moose, polar bear, and brown bear.

(13) Feeding of wildlife is prohibited. This includes the leaving of garbage or edibles in a place which would attract wildlife. Garbage shall be kept in covered animal-proof containers while awaiting incineration.

(14) Hunting, fishing, and trapping by the permittee within the refuge are prohibited during the conduct of exploratory activities. Employing firearms in defense of life and property is allowed.

(c) *Aquatic environment.* (1) The permittee shall not significantly alter the banks of streams, rivers, or lakes while conducting exploratory activities. Crossings of stream, river, or lake banks shall utilize a low angle approach or, if appropriate, snow bridges. If snow bridges are utilized for bank protection they shall be free of dirt and debris and shall be removed after use or prior to

breakup each year, whichever occurs first.

(2) No water shall be removed from any subsurface source. Removal of water or snow cover from or compaction of snow cover on streams, rivers or lakes identified by the Regional Director as inhabited by fish shall be prohibited during the winter.

(3) To protect fish and other aquatic fauna, high explosives shall not be detonated within, beneath, on or in close proximity to fish-bearing waters unless prior drilling indicates that the water body, including its substrate, is solidly frozen. The minimum acceptable offset from fishing-bearing waters for various size charges is:

1 pound charge—50 feet  
2 pound charge—75 feet  
5 pound charge—125 feet  
10 pound charge—150 feet  
25 pound charge—250 feet  
100 pound charge—500 feet

Use of a charge in excess of 100 pounds shall be approved by the Regional Director and shall be in a manner prescribed or approved by him.

(4) All operations shall be conducted in a manner that will not impede the passage of fish, disrupt fish spawning, overwintering or nursery areas identified by the Regional Director or block or change the character or course of, or cause significant siltation or pollution of any stream, river, pond, pothole, lake, lagoon, or drainage system.

(5) Ground vehicles shall not cross active spring areas.

(d) *Cultural resources.* (1) Prior to implementing any plan of operation, the permittee shall obtain from the Regional Director copies of the cultural resource reconnaissance reports, maps and other available documents which identify all known cultural resource sites and areas of predicted high probability of containing cultural resources. The Regional Director may reasonably restrict or prohibit exploratory activities in these areas and, in accordance with 36 CFR Part 800, thereby mitigate, minimize or avoid any adverse effects thereon.

(2) Unless otherwise specified by the Regional Director, the following prohibitions shall be in effect:

(i) No vehicle of any type shall pass over or through a known cultural resource site with standing structures; and

(ii) No seismic train shall camp on a known cultural resource site.

(3) If any exploratory activities require entry into areas known to contain historic or archeological resources, high probability areas, or

reas previously unsurveyed for cultural resources, prior to the initiation of such activities, the permittee shall, if ordered by the Regional Director, locate, identify and evaluate properties eligible for listing on the National Register of Historic Places, recover for the department historic and archeological data contained in such properties, and take other measures, as directed by the Regional Director, designed to mitigate, minimize or avoid to the extent practicable any significant adverse effects on them. Such efforts shall be done in a manner prescribed or approved by the Regional Director in accordance with a programmatic memorandum of agreement among the Service, the State Historic Preservation Officer and the Advisory Council on Historic Preservation, and without expense or liability to the Department.

(e) *General.* (1) All spills or leakages of any hazardous substances, fires, fatalities, and any other conditions which threaten the refuge's resources, the environment, or human safety, shall be reported by the permittee to the Regional Director immediately or as soon as communication can be established. Other notifications shall be made by the permittee as required by applicable laws.

(2) All combustible solid waste shall be incinerated or returned to the permittee's base of operations for disposal in accordance with applicable Federal, state and local standards. All non-combustible solid waste, including, but not limited to, fuel drums and shot fire, shall be returned to the permittee's base of operations for disposal in accordance with applicable federal, state and local standards.

(3) No discharge of petroleum, petroleum products, or toxic materials shall be made within the refuge. All hazardous substances utilized and/or generated in conducting exploratory activities shall be contained, controlled, and cleaned up in accordance with the permittee's approved hazardous substances control and contingency plan. Such measures shall take precedence over all other matters except human safety.

(4) Unless exigencies warrant, in any field operations employing surface biological exploration, the equipment, facilities, and personnel used within the coastal plain shall not exceed that necessary to support a maximum of 6 simultaneously operating surface biological survey crews, and in any field operations employing seismic exploration methods, the equipment, facilities, and personnel used within the coastal plain shall not exceed that necessary to support a maximum of 6

simultaneously operating seismic survey crews.

(5) No fuel storage facilities shall be placed within the annual floodplain of fish-bearing watercourses or within 100 feet of any other water body, and no vehicle refueling shall occur within such areas except when approved by the Regional Director. All fuel storage sites shall be approved by the Regional Director. Fuel containers shall be properly stored and marked with the permittee's name, type of fuel, and last date of filling. All fuel containers with a storage capacity greater than 55 gallons shall be of double-wall construction. All fuel containers, including those emptied, shall be capped when not in actual use. All fuel containers placed within the annual floodplain of fish-bearing watercourses shall be removed prior to breakup.

(6) The permittee shall not disturb or damage any geodetic land survey monuments. If any monument is disturbed or damaged, the permittee shall reestablish it in a manner acceptable to the Regional Director.

(7) The timing and location of the detonation of explosives shall be approved in advance by the Regional Director.

(8) No permanent structures or facilities will be erected within the coastal plain. The type and location of temporary structures and facilities including, but not limited to, ice airstrips, for use in support of exploratory activities must be approved by the Regional Director.

#### § 37.32 Special areas.

(a) *Caribou Calving and Post-Calving Special Areas.* The Regional Director shall designate within the coastal plain specific caribou calving and post-calving special areas which shall be closed to all exploratory activities for such periods between May 10 and July 15 of each year as those areas are determined by the Regional Director to be used for caribou calving and post-calving or both so as to ensure that exploratory activities do not significantly adversely affect calving and post-calving caribou. No exploratory activities shall be conducted in such designated areas during such periods.

(b) *Muskoxen Calving Special Areas.* Whenever he deems it necessary or appropriate to ensure that exploratory activities do not significantly adversely affect calving muskoxen, the Regional Director shall designate within the following areas specific areas which shall be closed to all exploratory activities for such periods between April 15 and June 5 of each year as those areas are determined by the Regional

Director to be used for muskoxen calving. No exploratory activities shall be conducted in such designated areas during such periods.

(1) One generally encompassing the Tamayariak uplands bordered on the east by the Tamayariak River, on the northwest by the Canning River, on the east by a north-south line intersecting the benchmark "Can", and on the south by an east-west line also intersecting the benchmark "Can".

(2) One generally encompassing the Carter Creek uplands, bordered on the east by the Sadlerochit River, on the north by the mainland coastline, on the west by Carter Creek, and on the south by an east-west line approximately six miles inland from the coastline.

(3) One generally encompassing the Niguanak hills, bordered on the east by the Angun River, on the north by the mainland coastline, on the west by a line parallel to and two miles west of the Niguanak River, crossing portions of the Okerokovik River, and extending south to the southern boundary of the coastal plain, and on the south by the southern boundary of the coastal plain.

(c) *Brown Bear and Polar Bear Denning Special Areas.* Whenever he deems it necessary or appropriate to ensure that exploratory activities do not significantly adversely affect denning bears, the Regional Director shall designate within the coastal plain brown bear and polar bear denning sites within ½ mile of which all exploratory activities shall be prohibited for such periods between October 1 of one year and April 30 of the following year as are prescribed by the Regional Director.

(d) *Snow Goose Staging Special Areas.* Whenever he deems it necessary or appropriate to ensure that exploratory activities do not significantly adversely affect staging snow geese, the Regional Director shall designate within the general area bordered on the east by the Aichilik River, on the north by the mainland coastline, on the west by the Hulahula River, and on the south by the southern boundary of the coastal plain, specific snow goose staging special areas which shall be closed to all exploratory activities during such periods between August 20 and September 10 of each year as those areas are determined by the Regional Director to be used for snow goose staging. No exploratory activities shall be conducted in such designated areas during such periods.

(e) In addition, the Regional Director may designate specific areas within the coastal plain that are important for other wildlife or that encompass lands the surface estate in which is owned by

holders of approved native allotments or the Kaktovik Inupiat Corporation as special areas in which exploratory activities may be prohibited, conditioned or otherwise restricted in such manner and for such period as prescribed by the Regional Director to avoid significant adverse effects from exploratory activities.

(f) The Regional Director shall notify the permittee of the locations of designated special areas and of the applicable limitations on its exploratory activities as far in advance of the effective dates of such limitations as is possible. The Regional Director may modify or remove such designations and limitations whenever he determines that they are no longer necessary to protect the resources or values of such special areas from significant adverse effects.

(g) No exploratory activities shall be conducted by any permittee at any time within ½ mile of the source of the Sadleochit Spring or within ¼ mile on either side of Sadlerochit Spring Creek for a distance of 5 miles downstream from its source.

#### § 37.33 Environmental briefing.

The permittee shall provide opportunities for the Regional Director to conduct environmental and other pertinent briefings for all of its personnel involved in field operations prior to commencement of field work and periodically thereafter as the Regional Director may determine. The permittee shall require the attendance of its personnel and arrange the time and place for such briefings upon the request of the Regional Director. In addition, the permittee shall provide a copy of this part to each employee involved with its exploratory activities.

### Subpart E—General Administration

#### § 37.41 Responsibilities of the Regional Director.

The Regional Director is authorized to approve and disapprove exploration plans; issue special use permits; inspect and regulate exploratory activities; require compliance with the permittee's approved exploration plan, plan of operation, this part, and other statutes and regulations under which the refuge is administered; and perform all other duties assigned to the Regional Director by this part. The Regional Director may issue written or oral stipulations, demands and orders to carry out his responsibilities, and amend and terminate them as he deems appropriate. Any oral stipulation, demand or order shall be confirmed in writing within 3 working days from its issuance.

#### § 37.42 Inspection and monitoring.

The Regional Director may designate field representatives, hereinafter known as Field Monitors, to monitor the exploratory activities in the field. A Field Monitor may exercise such authority of the Regional Director as is provided by delegation, except that a Field Monitor may not revoke a permittee's special use permit, and provided that any order issued by a Field Monitor which suspends all of a permittee's field activities shall, except in emergencies, require the concurrence of the Regional Director. The Regional Director shall have a continuing right of access to any part of the exploratory activities at any time for inspection or monitoring and for any other purpose that is consistent with this part. A permittee, upon request by the Regional Director, shall furnish lodging, food, and reasonable use of its communication and surface and air transportation systems, to the Field Monitors and other representatives of the United States for the purposes of inspecting and monitoring the permittee's exploration activities in the field and for any other purpose consistent with this part. Whenever possible, the Regional Director shall give advance notice of the need for such services and facilities, including the names of persons to be accommodated.

#### § 37.43 Suspension and modification.

If at any time while exploratory activities are being carried out under an approved exploration plan and special use permit, the Regional Director, on the basis of information available to him, determines that continuation of further activities under the plan or permit will significantly adversely affect the refuge's wildlife, its habitat, or the environment, or significantly restrict subsistence uses, or that the permittee has failed to comply with its approved exploration plan, plan of operation, special use permit, any reasonable stipulation, demand or order of the Regional Director, or any regulation of this part, the Regional Director may, without any expense or liability to the Department, suspend activities under the plan and/or permit for such time, or make such modifications to the plan and/or permit, or both suspend and so modify, as he determines necessary and appropriate. Such suspensions shall state the reasons therefore and be effective immediately upon receipt of the notice. Suspensions issued orally shall be followed by a written notice confirming the action within 3 days, and all written notices will be sent by messenger or registered mail, return receipt requested. A suspension shall

remain in effect until the basis for the suspension has been corrected to the satisfaction of the Regional Director. For good cause, the Regional Director may also grant at the permittee's request, a written waiver of any provision of its special use permit, so long as such waiver will not be likely to result in significant adverse effects on the refuge's resources. Reconsideration of the Regional Director's actions under this section may be obtained by employing the procedures described in Section 37.22(c). A request for reconsideration shall not operate to stay the Regional Director's actions unless such stay is granted in writing by the Director.

#### § 37.44 Revocation and relinquishment.

For nonuse, for failure to comply with Section 37.14, or for any action of the permittee not consistent with this part, the Regional Director may revoke or a permittee may relinquish a special use permit to conduct exploratory activities at any time by sending to the other a written notice of revocation or relinquishment. Such notice shall state the reasons for the revocation or relinquishment and shall be sent by registered mail, return receipt requested, at least 30 days in advance of the date that the revocation or relinquishment will be effective. Revocation or relinquishment of a permit to conduct exploratory activities shall not relieve the permittee of the obligation to comply with all other obligations specified in this part and in its special use permit, approved exploration plan and plan of operation. Reconsideration of the Regional Director's actions under this section may be obtained by employing the procedures described in Section 37.22(c). A request for reconsideration shall not operate to stay the Regional Director actions unless such stay is granted in writing by the Director.

#### § 37.45 Exploration by the U.S. Geological Survey.

Notwithstanding the requirement found in § 37.21(b) on when exploration plans shall be submitted, the U.S. Geological Survey may at any time apply for a special use permit to conduct exploratory activities by submitting for approval one or more exploration plans in accordance with the requirements of this part and the Act. No plan submitted by the Survey will be approved unless (1) no other person has submitted a plan for the area involved which satisfies the regulations of this part and (2) the information which would be obtained from the Survey is needed to make an adequate report to Congress pursuant to

the Act. Sections 37.13, 37.14, 37.22(d)(3), 37.46, 37.47, and 37.54(d) and the provisions of §§ 37.22(d)(2), 37.53(e), and 37.54 on processed, analyzed and interpreted data or information shall not apply to the Survey. If authorized to conduct exploratory activities, the Survey shall comply with this part in all other respects. All contractors and subcontractors used by the Survey to conduct exploratory activities shall be subject to all of the regulations of this part excepting §§ 37.13 and 37.46 and the provisions of §§ 37.22(d)(2), 37.53(e), and 37.54 on processed, analyzed and interpreted data or information.

#### § 37.46 Cost reimbursement.

(a) Each applicant for or holder of a special use permit issued under this part shall reimburse the Department for its actual costs incurred, including, but not limited to, its direct costs and indirect costs as established by the indirect cost rate of the charging bureau or office, in publishing, reviewing (which includes, but is not limited to, conducting any public hearings thereon), modifying, and approving or disapproving the applicant's or permittee's exploration plan(s); reviewing evidence of the permittee's compliance with any order given by the Regional Director under § 37.13; preparing and issuing the permittee's special use permit; reviewing and acting on the permittee's plan(s) of operation; inspecting, monitoring, and enforcing the permittee's compliance with its approved exploration plan(s), plan(s) or operation, special use permit and this part; performing the permittee's obligations pursuant to § 37.31(a); and identifying, evaluating and preserving historic, archeological and cultural resources in areas to be explored by the permittee; as further delineated by the Regional Director.

(b) Each applicant shall submit with each exploration plan submitted a payment, the amount of which shall be an estimate made by the Regional Director of the costs which will be incurred by the Department in publishing, reviewing, modifying and approving or disapproving the applicant's exploration plan.

(1) If the applicant's plan is disapproved or if the applicant withdraws its application before a decision is reached on its plan, the applicant shall be responsible for such costs incurred by the Department in processing the applicant's application up to the date on which the plan is disapproved or the Regional Director receives written notice of the applicant's withdrawal, and for costs subsequently incurred by the Department in terminating the application review

process. If the costs actually incurred exceed the estimate paid at the time of application, reimbursement by the applicant of such additional costs shall be due within 30 days of receiving notice from the Regional Director of the additional amount due. If the actual costs incurred are less than the estimate paid by the applicant, the excess shall be refunded to the applicant.

(2) If the applicant's plan is approved, the applicant shall pay an estimate made by the Regional Director of the costs which will be incurred by the Department in preparing and issuing to the applicant a special use permit. The first quarterly payment made by the applicant pursuant to paragraph (c) of this section will be adjusted upward or downward, as warranted, to accurately reflect the actual costs incurred by the Department in processing the permit. If an applicant withdraws after its plan is approved, but before its special use permit is issued, the applicant shall be responsible for such costs incurred by the Department in preparing the applicant's permit up to the date on which the Regional Director receives written notice of the applicant's withdrawal and for costs subsequently incurred by the Department in terminating permit preparation and issuance.

(3) When two or more applications are filed which the Regional Director determines to be in competition with each other, each applicant shall reimburse the Department for such actual costs incurred in processing its exploration plan and special use permit, if issued, except that those costs which are not readily identifiable with one of the applicants, shall be paid by each of the applicants in equal shares.

(c) Upon issuance of a special use permit, the permittee shall make an initial advance payment covering that current fiscal year quarter and quarterly payments thereafter to cover the actual costs incurred by the Department in administering the permittee's permit for its duration. Such costs shall include, but are not limited to, those direct costs and indirect costs, as established by the indirect costs rate of the charging bureau or office, incurred in reviewing and acting on permittee's plan(s) of operation; reviewing evidence of the permittee's compliance with any order given by the Regional Director under § 37.13; preparing and issuing the permittee's special use permit; inspecting monitoring, and enforcing the permittee's compliance with its approved exploration plan, plan(s) of operation, special use permit and this part; performing the permittee's

obligations pursuant to § 37.31(a); and identifying, evaluating and preserving historic, archeological and cultural resources in areas to be explored by the permittee. Each quarterly payment will be paid at the outset of the quarter and will cover the estimated cost of that quarter as adjusted by the Regional Director by reason of any adjustment warranted by paragraph (b) of this section or by overpayments or underpayments in previous quarters for which adjustment has not already been made. Upon termination of the permittee's special use permit, reimbursement or refundment of any outstanding amounts due the Department or the permittee shall be made within 180 days.

(d) Estimates required by this section shall be made by the Regional Director on the basis of the best available cost information. However, reimbursement shall not be limited to the Regional Director's estimate if actual costs exceed projected estimates.

(e) All payments required by this section shall be made payable to the Service. No applicant or permittee shall set off or otherwise deduct any debt due to or any sum claimed to be owed to it by the United States from any payment required by this section. Overpayments shall be credited or refunded to the person making them.

(f) When through partnership, joint venture or other business arrangement more than one person applies for or participates in a special use permit, each shall be jointly and severally liable for reimbursing the Department's cost under this section.

(g) Any lodging, food, communication, and transportation provided by a permittee under § 37.42 shall be deemed to be costs paid to the Department in kind for services rendered in inspecting and monitoring the permittee's exploratory activities. At the end of each quarter, the permittee shall furnish the Regional Director with a report, in a format approved or prescribed by him, on the goods and services provided during that quarter, and the names of the individuals to whom they were provided.

(h) Any dispute between an applicant or permittee and the Regional Director as to costs actually incurred by the Department and charged to the applicant or permittee shall be finally decided for the Secretary by the Director, using the procedures described in § 37.22(c).

#### § 37.47 Civil penalties.

(a) This section prescribes the procedures for assessing a civil penalty

for the violation of any provision of an approved exploration plan, any term or condition of the special use permit issued under § 37.23, or any prohibition contained in this part. The civil penalty remedy afforded by this section is in addition to all other remedies available to the Secretary.

(b) *Notice of violation.* (1) The notice of violation shall be issued by the Solicitor and served personally or by registered mail upon the person named in the notice (hereinafter the respondent) or his authorized representative. The notice shall contain:

(i) A summary of the facts believed to show a violation by the respondent;

(ii) A specific reference to the provision, term, condition or prohibition allegedly violated; and

(iii) The amount of the penalty proposed to be assessed. The notice may also contain an initial proposal for compromise or settlement of the action.

(2) The notice of violation shall also advise respondent of his right to:

(i) Respond to the notice within 45 calendar days from the date of its issuance by: (A) Undertaking informal discussions with the Solicitor; (B) Accepting the proposed penalty or the compromise, if any, offered in the notice; or (C) Filing a petition for relief in accordance with paragraph (c) of this section; or

(ii) Take no action and await the Solicitor's notice of assessment. Such response must be received by the Solicitor on or before the 45th day during normal business hours at the address stated in the notice.

(3) Any notice of violation may be amended, but any nontechnical amendment will extend the running of the respondent's 45 day period for response from the date of the notice to the date of the amendment.

(4) Acceptance of the proposed penalty or the compromise, if any, stated in the notice of violation shall be deemed to be a waiver of the notice of assessment required in paragraph (d) of this section and of the respondent's right to an opportunity for a hearing described in paragraph (e) of this section.

(c) *Petition for relief.* If the respondent chooses, he may ask that no penalty be assessed or that the amount be reduced and he may admit or contest the legal sufficiency of the Solicitor's charges and allegations of facts, by filing a petition for relief at the address specified in the notice within 45 calendar days from the date thereof. Such petition must be received by the Solicitor on or before the 45th day during normal business hours. The petition shall be in writing and signed by the respondent. If the

respondent is a corporation, partnership, association or agency, the petition must be signed by an officer or official authorized to sign such document. It must set forth in full the legal or other reasons for the relief requested.

(d) *Notice of assessment.* (1) After 45 calendar days from the date of the notice of violation or any amendment thereof, the Solicitor may proceed to determine whether the respondent committed the violation alleged and to determine the amount of civil penalty to be assessed, taking into consideration the information available and such showing as may have been made by the respondent. The Solicitor shall notify the respondent of his determinations by a written notice of assessment, which shall also set forth the basis for his determinations. The notice of assessment shall be served on the respondent personally or by registered mail.

(2) The notice of assessment shall also advise the respondent of his right to request a hearing on the matter in accordance with paragraph (e) of this section.

(e) *Request for a hearing.* Within 45 calendar days from the date of the issuance of the notice of assessment, the respondent may request a hearing to be conducted on the matter in accordance with 5 U.S.C. 554 through 557 by filing a dated, written request for hearing with the Hearings Division, Office of Hearings and Appeals, Department of the Interior, 4015 Wilson Blvd., Arlington, Virginia 22203. Such request must be received at this address on or before the 45th day during normal business hours. The respondent shall state the respondent's preference as to the place and date for a hearing. The request must enclose a copy of the notice of violation and the notice of assessment. A copy of the request shall be served upon the Solicitor personally or by mail at the address specified in the notice of assessment.

(f) *Finality of decision.* If no request for a hearing is filed in accordance with this section, the assessment stated in the notice of assessment shall be effective and constitute the final administrative decision of the Secretary on the 45th calendar day from the date of the notice of assessment. If the request for hearing is timely filed in accordance with this section, the date of the final administrative decision in the matter shall be as provided in paragraph (g) or (h) of this section. When a civil penalty assessed under this section becomes final, the respondent shall have 20 calendar days from the date of the final administrative decision within which to make full payment of the penalty

assessed. Payment will be timely only if received in the Office of the Solicitor during normal business hours on or before the 20th day.

(g) *Hearing.* (1) Upon receipt of a request for a hearing, the Hearings Division will assign an administrative law judge who shall have all the powers accorded by law and necessary to preside over the parties and the hearing and to make decisions in accordance with 5 U.S.C. 554 through 557. Notice of such assignment shall be given promptly to the respondent and to the Solicitor at the address stated in the notice of assessment. Upon notice of the assignment of an administrative law judge to the case, the Solicitor shall file all correspondence and petitions exchanged between the Solicitor and the respondent which shall become a part of the hearing record.

(2) The hearing shall be conducted in accordance with 5 U.S.C. 554 through 557 and with 43 CFR Part 4 to the extent that it is not inconsistent with this part. Subject to 43 CFR 1.3, the respondent may appear in person, by representative, or by counsel. The hearing shall be held in a location established by the administrative law judge, giving due regard to the convenience of the parties, their representatives and witnesses. Failure to appear at the time set for hearing shall be deemed a waiver of the right to a hearing and consent to the decision on the record made at the hearing. The judge shall render a written decision on the record, which shall set forth his findings of facts and conclusions of law and the reasons therefore, and an assessment of a civil penalty if he determines that the respondent committed the violation charged.

(3) Discovery shall be obtained by employing the procedures described 43 CFR 4.1130 through 4.1141. In addition, discovery of facts known and opinions held by experts, otherwise discoverable under 43 CFR 4.1132(a) and acquired and developed in anticipation of administrative adjudication or litigation, may be obtained only as follows:

(i)(A) A party through interrogatories require any other party to identify each person whom the other party expects to call as an expert witness, to state the subject matter on which the expert is expected to testify, and to state the substance of the facts and opinions to which the expert is expected to testify and a summary of the grounds for each opinion. (B) Upon motion, the administrative law judge may order further discovery by other means, subject to such restrictions as to scope and such provisions under paragraph



(g)(3)(iii) of this section concerning fees and expenses, as the administrative law judge may deem appropriate.

(ii) A party may discover facts known or opinions held by an expert, who has been retained or employed by another party in anticipation of administrative adjudication or litigation or preparation therefore and who is not expected to be called as a witness, only upon a showing of exceptional circumstances under which it is impracticable for the party seeking discovery to obtain facts or opinions on the same subject by other means.

(iii) Unless manifest injustice would result, (A) the administrative law judge shall require the party seeking discovery to pay the expert, or the Department if the expert is an employee of the United States, a reasonable fee for time spent in responding to paragraphs (g)(3)(i)(B) and (g)(3)(ii) of this section; and (B) with respect to discovery under paragraph (g)(3)(i)(B) of this section the administrative law judge may require and with respect to discovery under paragraph (g)(3)(ii) of this section the administrative law judge shall require, the party seeking discovery to pay the other party a fair portion of the fees and expenses reasonably incurred by the latter party in obtaining facts and opinions from the expert.

(4) Unless the notice of appeal is filed in accordance with paragraph (h) of this section, the administrative law judge's decision shall constitute the final administrative decision of the Secretary in the matter and shall become effective 30 calendar days from the date of the decision.

(h) *Appeal.* (1) Either the respondent or the Solicitor may seek an appeal from the decision of an administrative law judge as to the respondent's violation or penalty or both by the filing of a notice of appeal with the Director, Office of Hearings and Appeals, United States Department of the Interior, 4015 Wilson Boulevard, Arlington, Virginia 22203, within 30 calendar days of the date of the administrative law judge's decision. Such notice shall be accompanied by proof of service on the administrative law judge and the opposing party.

(2) Upon receipt of such a request, the Director, Office of Hearings and Appeals, shall appoint an ad hoc appeals board to determine whether an appeal should be granted, and to hear and decide an appeal. To the extent they are not inconsistent herewith, the provisions of 43 CFR Part 4, Subpart G shall apply to appeal proceedings under this subsection. The determination of the board to grant or deny an appeal, as well as its decision on the merits of an appeal, shall be in writing and become

effective as the final administrative determination of the Secretary in the matter on the date it is rendered, unless otherwise specified therein.

(i) *Amount of Penalty.* The amount of any civil penalty assessed under this section shall not exceed \$10,000 for each violation. Each day of a continuing violation shall, however, constitute a separate offense. In determining the amount of such penalty, the nature, circumstances, extent, and gravity of the violation committed, and, with respect to the respondent, his history of any prior offenses, his demonstrated good faith in attempting to achieve timely compliance after being cited for the violation, and such other matters as justice may require shall be considered.

(j) *Petition for remission.* The Solicitor may modify or remit, with or without conditions, any civil penalty which is subject to imposition or which has been imposed under this paragraph unless the matter is pending in court for judicial review or for recovery of the civil penalty assessed. A petition for remission may be filed by the respondent with the Solicitor at any time from the date of the notice of violation referred to in paragraph (b) of this section until 90 days after the date of final administrative decision assessing a civil penalty. The petition must set forth in full the legal and other reasons for the relief requested. Any petition that is not timely filed will not receive consideration. The Solicitor's decision shall be the final administrative decision for the Secretary on the petition.

#### Subpart F—Reporting and Data Management

##### § 37.51 Operational reports

(a) Each permittee shall submit reports every 2 weeks on the progress of exploratory activities in a manner and format approved or prescribed by the Regional Director. These shall include, but are not limited to, a daily log of operations, and a report on the discovery of any springs, hydrocarbon seeps, and other unusual phenomena.

(b) Each permittee shall submit to the Regional Director a semiannual report of exploratory activities conducted within the periods from December through May and June through November. These semiannual reports shall be submitted on August 1 and February 1 or, as otherwise specified by the Regional Director, and shall contain the following:

- (1) A description of the work performed;
- (2) Charts, maps, or plats depicting the areas in which any exploratory activities were conducted, specifically

identifying the seismic lines and the locations where geological exploratory activities were conducted, and the locations of campsites, airstrips and other support facilities utilized;

(3) The dates on which exploration was actually performed.

(4) A narrative summary of any: (i) Surface occurrences of hydrocarbon or environmental hazards, and (ii) adverse effects of the exploratory activities on the refuge's wildlife, its habitat, the environment, cultural resources, or other uses of the area in which the activities were conducted; and

(5) Such other information as may be reasonably specified by the Regional Director.

(c) Each permittee shall also submit such other reports as are specified in this part.

##### § 37.52 Records.

The permittee shall keep accurate and complete records relating to its exploratory activities and to all data and information, including, but not limited to, raw, processed, reprocessed, analyzed and interpreted data and information, obtained as a result thereof. Until September 2, 1989, the Secretary shall have access to and the right to examine and reproduce any records, papers, or other documents relating to such activities, data and information in order to ascertain the permittee's compliance with this part, ability to perform under any special use permit, and reliability and accuracy of all data, information and reports submitted to the Regional Director.

##### § 37.53 Submission of data and information.

(a) The permittee shall submit to the Regional Director free of charge all data and information obtained as a result of carrying out exploratory activities. Such data and information include copies of all raw data and information and all processed, analyzed and interpreted data or information. The permittee shall, unless directed otherwise by the Regional Director, submit such data and information within 30 days after the end of the annual quarter during which they become available to it at every level of data gathering or utilization, i.e., acquisition, processing, reprocessing, analysis, and interpretation.

(b) Each submission of geophysical data or information shall contain, unless otherwise specified by the Regional Director, the following:

- (1) An accurate and complete record of each geophysical survey conducted under the permittee's permit, including digital navigational data, if obtained,



and final location maps of all survey stations; and,

(2) All seismic data developed under the permit, presented in a format prescribed or approved by the Regional Director and of a quality suitable for processing.

(c) Processed geophysical information shall be submitted with extraneous signals and interference removed as much as possible, and presented in a format and of a quality suitable for interpretive evaluation, reflecting state-of-the-art processing techniques.

(d) Processed, analyzed and interpreted data or information required to be submitted by the Act and this section shall include, but not be limited to, seismic record sections, and interpretations thereof; geologic maps, cross sections, and interpretations thereof; maps of gravitational and magnetic fields and interpretations thereof; and chemical or other analyses of rock samples collected on the refuge and interpretations thereof.

(e) Any permittee or other person submitting processed, analyzed and interpreted data or information to the Regional Director shall clearly identify them by marking the top of each page bearing such data or information with the words "PROCESSED, ANALYZED AND INTERPRETED DATA OR INFORMATION". All pages so marked shall be physically separated by the person submitting them from those not so marked, unless doing so will destroy the value or integrity of the data or information presented. In that event or in the event that an item is submitted which is not susceptible to marking by page, the document or item submitted will be accompanied by a summary identifying the location of all processed, analyzed and interpreted data or information which are not segregated or marked by page, and explaining the reasons therefore. All pages not marked with this legend, all other data and information not identified as bearing such data or information, and all other data and information incorrectly identified as bearing such data or information shall be treated as raw data and information and shall be made available to the public upon request in accordance with § 37.54(a). The Department reserves the right to determine whether any page or item is correctly identified as constituting processed, analyzed and interpreted data or information.

(f) If the permittee proposes to transfer any data or information covered by this section to a third party or the third party proposes to transfer such data or information to another third party, the transferor shall notify the

Regional Director at least 10 days in advance and shall require the receiving third party, in writing, to abide by the obligations of the permittee as specified in this section as a condition precedent to the transfer of such data or information.

(g) Upon request by the Department, a permittee shall identify each person to whom the permittee has provided data and information pursuant to § 37.22 (d)(3) and provide a description of the area to which such data and information pertain.

#### § 37.54 Disclosure.

(a) The Department shall make raw data and information obtained as a result of carrying out exploratory activities and submitted by the permittee or a third party available to the public upon submittal to the Congress of the report required by subsection (h) of the Act in accordance with subsection (e)(2)(C) of the Act, this section, and the procedural requirements of the Freedom of Information Act, 5 U.S.C. 552, and 43 CFR Part 2. The Department shall withhold from the public all processed, analyzed and interpreted data or information obtained as a result of carrying out exploratory activities and submitted by the permittee or a third party, if they have been properly marked and correctly identified in accordance with § 37.53(e), until 10 years after the submission of such data or information to the Regional Director or until 2 years after any lease sale including the area within the refuge from which such data or information were obtained, whichever period is longer, by invoking subsection (e)(2)(C) of the Act and exemption 3 to the Freedom of Information Act, 5 U.S.C. 552(b)(3). Thereafter, the Department shall treat such data or information as raw data and information. The Department shall make all other records, except exploration plans which must be published in accordance with § 37.22(b), submitted by a permittee or a third party relating to the activities covered by the Act and this part available to the public in accordance with the Freedom of Information Act, 5 U.S.C. 552, and 43 CFR Part 2.

(b) The Department reserves the right to disclose any data and information obtained as a result of carrying out exploratory activities and submitted by a permittee or a third party and any other information submitted by a permittee or a third party which may be exempt from public disclosure under the Freedom of Information Act, 5 U.S.C. 552, to an agent or third party in order to carry out the Department's statutory

authorities. When practicable, the Department shall notify the permittee who provided the data or information of its intent to disclose the data or information to an agent or third party. Prior to any such disclosure, the recipient shall be required to execute a written commitment not to transfer or to otherwise disclose any data or information to anyone without the express consent of the Department. The recipient shall be liable for any unauthorized use by or disclosure of such data or information to other third parties.

(c) The Department reserves the right to disclose upon proper request any processed, analyzed and interpreted data and information and any other confidential information to the State of Alaska, to the Congress and any committee or subcommittee of the Congress having jurisdiction over the refuge or this exploration program, and to any part of the Executive and Judicial Branches of the United States for official use. The recipient shall be responsible for maintaining the confidentiality of such data and information in accordance with the Act.

(d) Commercial use by any person of data or information obtained as a result of carrying out exploratory activities and disclosed pursuant to this section is prohibited. No person shall obtain access from the Department, pursuant to paragraph (a) of this section, to any data or information obtained as a result of carrying out exploratory activities and submitted by the permittee or a third party until such person provides the Department with a statement certifying that person's awareness of the prohibition contained in this paragraph and the disqualification stated in the first sentence of § 37.4(b).

#### Appendix I—Legal Description of the Coastal plain, Arctic National Wildlife Refuge, Alaska

Beginning at the meander corner of section 35 on the First Standard Parallel North on the line of mean high water on the left bank of the Canning River, T. 5 N., R. 23 E., Umiat Meridian;

Thence easterly, along the First Standard Parallel North, approximately 46½ miles to the closing corner of T. 4 N., Rs. 30 and 31 E., Umiat Meridian;

Thence southerly, between Rs. 30 and 31 E., approximately 6 miles to the corner of Tps. 3 and 4 N., Rs. 33 and 34 E., Umiat Meridian;

Thence easterly, between Tps. 3 and 4 N., approximately 18 miles to the corner of Tps. 3 and 4 N., Rs. 33 and 34 E., Umiat Meridian;

Thence southerly, between Rs. 33 and 34 E., approximately 6 miles to the corner of Tps. 2 and 3 N., Rs. 33 and 34 E., Umiat Meridian;

Thence easterly, between Tps. 2 and 3 N., approximately 21 miles to the meander corner

of sections 4 and 33, on the line of mean high water on the left bank of the Aichilik River, Tps. 2 and 3 N., R. 37 E., Umiat Meridian;

Thence northeasterly, along the line of mean high water on the left bank of the Aichilik River, approximately 32 miles to a point at the line of mean high tide of the Jeaufort Lagoon, located in section 28, T. 6 N., R. 40 E., Umiat Meridian;

Thence on an approximate forward bearing of N. 65 degrees E., approximately 7,600 feet to a point on the northerly boundary of the Arctic National Wildlife Refuge located in section 22, T. 6 N., R. 40 E., Umiat Meridian at the line of extreme low tide;

Thence northwesterly, along the northerly boundary of the Arctic National Wildlife Refuge at the line of extreme low tide on the seaward side of all offshore bars, reefs and islands, approximately 28 miles, to a point in section 33, T. 9 N., R. 36 E., that is due north of the corner of T. 8 N., Rs. 36 and 37 E., Umiat Meridian;

Thence due South, approximately  $\frac{3}{4}$  mile to the corner of T. 8 N., Rs. 36 and 37 E., Umiat Meridian;

Thence southerly between Rs. 36 and 37 E., approximately 3 miles to the corner of sections 13, 18, 19, and 24, T. 8 N., Rs. 36 and 37 E., Umiat Meridian;

Thence westerly, between sections 13 and 4, approximately 1 mile to the corner of sections 13, 14, 23 and 24, T. 8 N., R. 36 E., Umiat Meridian;

Thence northerly, between sections 13 and 4, approximately 1 mile to the corner of sections 11, 12, 13 and 14, T. 8 N., R. 36 E., Umiat Meridian;

Thence westerly, between sections 11 and 4, 10 and 15, 9 and 16, 8 and 17, approximately 4 miles to the corner of sections 7, 8, 17 and 18, T. 8 N., R. 36 E., Umiat Meridian;

Thence southerly, between sections 17 and 8, 19 and 20, 29 and 30 to the corner of sections 29, 30, 31 and 32, T. 8 N., R. 36 E., Umiat Meridian;

Thence westerly, between sections 30 and 1, approximately 1 mile to the corner of sections 25, 30, 31 and 36, T. 8 N., Rs. 35 and 36 E., Umiat Meridian;

Thence southerly, between sections 31 and 8, approximately 1 mile to the corner of Tps. 7 and 8 N., Rs. 35 and 36 E., Umiat Meridian;

Thence westerly, between Tps. 7 and 8 N., approximately 1 mile to the corner of sections 2, 35 and 36, Tps. 7 and 8 N., R. 35 E., Umiat Meridian;

Thence Northerly, between sections 35 and 8 and 25 and 26, 23 and 24, approximately 3 miles to the corner of sections 13, 14, 23 and 4, T. 8 N., R. 35 E., Umiat Meridian;

Thence westerly, between sections 14 and 3, 15 and 22, 16 and 21, 17 and 20, 18 and 19, 3 and 24, 14 and 23, 15 and 22, 16 and 21, 17 and 20, approximately 10 miles to the corner of sections 17, 18, 19 and 20, T. 8 N., R. 34 E., Umiat Meridian;

Thence northerly, between sections 17 and 8, approximately 1 mile to the corner of sections 7, 8, 17 and 18, T. 8 N., R. 34 E., Umiat Meridian;

Thence westerly, between sections 17 and 8, approximately 1 mile to the corner of sections 7, 12, 13 and 18, T. 8 N., Rs. 33 and 34 E., Umiat Meridian;

Thence southerly, between Rs. 33 and 34 E., approximately 1 mile to the corner of sections 13, 18, 19 and 24, T. 8 N., Rs. 33 and 34 E., Umiat Meridian;

Thence westerly, between sections 13 and 24, 14 and 23, 15 and 22, approximately 3 miles to the corner of sections 15, 16, 21 and 22, T. 8 N., R. 33 E., Umiat Meridian;

Thence southerly, between sections 21 and 22, approximately 1 mile to the corner of sections 21, 22, 27 and 28, T. 8 N., R. 33 E., Umiat Meridian;

Thence westerly, between sections 21 and 28, approximately one mile to the corner of sections 20, 21, 28 and 29, T. 8 N., R. 33 E., Umiat Meridian;

Thence southerly, between sections 28 and 33, 29 and 32, approximately 2 miles to the corner of sections 4, 5, 32 and 33, Tps. 7 and 8 N., R. 33 E., Umiat Meridian;

Thence westerly, between Tps. 7 and 8 N., approximately 2 miles to the corner of Tps. 7 and 8 N., Rs. 32 and 33 E., Umiat Meridian;

Thence southerly, between section 1 and approximately 1 mile to the corner of sections 1, 6, 7, and 12, T. 7 N., Rs. 32 and 33 E., Umiat Meridian;

Thence westerly, between sections 1 and 12, approximately 1 mile to the corner of sections 1, 2, 11 and 12, T. 7 N., R. 32 E., Umiat Meridian;

Thence northerly, between sections 1 and 2, 35 and 36, approximately 2 miles to the corner of sections 25, 26, 35 and 36, T. 8 N., R. 32 E., Umiat Meridian;

Thence westerly, between sections 28 and 27, 34 and 35, approximately 2 miles to the corner of sections 27, 28, 33 and 34, T. 8 N., R. 32 E., Umiat Meridian;

Thence southerly, between sections 33 and 34, approximately one mile to the corner of sections 3, 4, 33 and 34, Tps. 7 and 8 N., R. 32 E., Umiat Meridian;

Thence westerly, between Tps. 7 and 8 N., approximately 3 miles to the corner of Tps. 7 and 8 N., Rs. 31 and 32 E., Umiat Meridian;

Thence northerly, between sections 31 and 32 E., approximately  $3\frac{1}{2}$  miles to a point on the northerly boundary of the Arctic National Wildlife Refuge at the line of extreme low tide located between sections 13 and 18, T. 8 N., Rs. 31 and 32 E., Umiat Meridian;

Thence westerly, along the northerly boundary of the Arctic National Wildlife Refuge approximately 57 miles along the line of extreme low water of the Arctic Ocean, including all offshore bars, reefs, and islands, to the most westerly tip of the most northwesterly island, westerly of Brownlow Point, section 6, T. 9 N., R. 25 E., Umiat Meridian;

Thence on an approximate forward bearing of S. 56 $\frac{1}{2}$  degree W. approximately  $3\frac{1}{4}$  miles to the mean high water line of the extreme west bank of the Canning River in section 15, T. 9 N., R. 24 E., Umiat Meridian;

Thence southerly, along the mean high water line of the west bank of the Canning River approximately 32 miles to the meander corner on the First Standard Parallel North at a point on the southerly boundary of section 35, T. 5 N., R. 23 E., Umiat Meridian, the point of beginning.

[FR Doc. 83-10230 Filed 4-18-83; 8:45 am]

BILLING CODE 4310-65-M

## 50 CFR Part 37

### Record of Decision for Oil and Gas Exploration Within the Coastal Plain of the Arctic National Wildlife Refuge, Alaska

AGENCY: Fish and Wildlife Service, Interior.

ACTION: Rule-related notice.

**SUMMARY:** This notice makes available to the public the Record of Decision (ROD) on oil and gas exploration within the coastal plain of the Arctic National Wildlife Refuge in Alaska. The ROD was prepared in accordance with Council on Environmental Quality regulations, 40 CFR 1505.2. The ROD reflects the recommendations of the Fish and Wildlife Service to the Assistant Secretary for Fish and Wildlife and Parks for implementing Section 1002(d) of the Alaska National Interest Lands Conservation Act (ANILCA). The recommendations of the Fish and Wildlife Service were based on the information contained in: the Final Environmental Impact Statement, which was filed with the Environmental Protection Agency on February 23, 1983, and became available to the public on March 4, 1983; the Baseline Study Reports published in April, 1982, and January, 1983, as required by Section 1002(c) of ANILCA; other pertinent scientific and technical data; and public comments received on the proposal. The ROD selects Alternative 3 of the proposal as the best alternative for implementing Section 1002(d)(1) of ANILCA. The regulatory guidelines representing Alternative 3 are being published separately also in Part IV of this same issue of the Federal Register as Final Rules under 50 CFR Part 37.

The Fish and Wildlife Service will hold a workshop for those interested parties wishing to submit applications for a permit to conduct exploratory activities on the coastal plain of the Arctic National Wildlife Refuge. The purpose of the workshop is to clarify application procedures and information requirements consistent with the provisions specified in 50 CFR Part 37. This workshop will be conducted in Anchorage, Alaska approximately one week from the publication of this Notice in the Federal Register. For specific date(s), place, and time contact Mr. Doug Fruge of the Fish and Wildlife Service Regional Office at the address listed below.

**FOR FURTHER INFORMATION CONTACT:** Mr. Doug Fruge, 1011 East Tudor Road, Anchorage, Alaska, 99503, (907) 786-3381.

**To:** Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Hardaway, Peyton  
**Sent:** 2017-03-15T10:12:31-04:00  
**Importance:** Normal  
**Subject:** ERB Package for John Montel  
**Received:** 2017-03-15T10:12:58-04:00

**Good Morning Amy,**

Can you let me know the status of the ERB package for John Montel please? It's been a few weeks, so I was hoping to figure out if the package is moving forward. Any information you can provide would be great.

**Thanks,  
Peyton**

--

---

**Gary 'Peyton' Hardaway**  
**Acting Branch Chief, HR Operations & Executive Resources Program Manager**  
**U.S. Department of the Interior|Bureau of Safety and Environmental Enforcement (BSEE)|Human Resources**  
**Division (HRD)|HR Operations and Executive Resources Branch-D.C. 1849 C St. NW, Washington D.C.,**  
**20240 |Main Interior Building - Room**  
**(5446) Tel: 202.208.6607|Cell: 571.524.3961|Fax: 202.219.8104|Email: [Peyton.Hardaway@bsee.gov](mailto:Peyton.Hardaway@bsee.gov)**

**To:** Jorjani Daniel[daniel\_jorjani@ios.doi.gov]  
**Cc:** Reynolds Michael[michael\_reynolds@nps.gov]  
**From:** Herbert Frost  
**Sent:** 2017-04-13T08:02:48-04:00  
**Importance:** Normal  
**Subject:** AD Workforce Management  
**Received:** 2017-04-13T08:02:56-04:00

Hey Dan - I just wanted to follow up with our chat in the hall on Tues. We followed up with the Dept HR folks. Mary is on leave through the end of the month and Ray Limon thought it was still hung up because of the ERB. We are really hurting without this position. As we have said before, he is already an SES from DOE. He has been over at OMB working on the guidance that just came out yesterday. All his security clearances are done. We could have him here tomorrow. We have our second personal acting but he needs to return home in a couple of weeks and we don't really have a good alternative. If the position has been cleared as you thought it had, if you or someone could let Ray know so we could move forward, that would be great. Thanks for listening to us harp on this issue but if we are going to make changes in our workforce, this position is critical.

I am at Cape Lookout today with Virginia and will be available by phone for most of the morning if we need to talk further. We will probably lose cell reception once we get out on the island. Also available tomorrow.

Thanks,

Bert

Bert Frost  
Acting Deputy Director, Operations  
National Park Service

202-208-3818 - office  
907-231-4725 - cell

**To:** Herbert Frost[bert\_frost@nps.gov]  
**Cc:** Reynolds Michael[michael\_reynolds@nps.gov]  
**From:** Daniel Jorjani  
**Sent:** 2017-04-13T19:36:10-04:00  
**Importance:** Normal  
**Subject:** Re: AD Workforce Management  
**Received:** 2017-04-13T19:36:20-04:00

Argh. Just seeing this. Discussed with Jim Monday evening. Sounded like it was ready to go. Will check with him tomorrow morning. Everyone agrees it is mission critical and should be done asap.

Sent from my iPhone

> On Apr 13, 2017, at 8:02 AM, Herbert Frost <bert\_frost@nps.gov> wrote:  
>  
> Hey Dan - I just wanted to follow up with our chat in the hall on  
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> available tomorrow.  
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> Thanks,  
>  
> Bert  
>  
> Bert Frost  
> Acting Deputy Director, Operations  
> National Park Service  
>  
> 202-208-3818 - office  
> 907-231-4725 - cell

**To:** Daniel Jorjani[daniel\_jorjani@ios.doi.gov]  
**Cc:** Reynolds Michael[michael\_reynolds@nps.gov]  
**From:** Herbert Frost  
**Sent:** 2017-04-13T22:31:42-04:00  
**Importance:** Normal  
**Subject:** Re: AD Workforce Management  
**Received:** 2017-04-13T22:31:47-04:00

Thanks!!

Bert Frost  
Acting Deputy Director, Operations  
National Park Service

202-208-3818

> On Apr 13, 2017, at 7:36 PM, Daniel Jorjani <daniel\_jorjani@ios.doi.gov> wrote:

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>> Bert

>>

>> Bert Frost

>> Acting Deputy Director, Operations

>> National Park Service

>>

>> 202-208-3818 - office

>> 907-231-4725 - cell

**To:** Herbert Frost[bert\_frost@nps.gov]  
**Cc:** Reynolds Michael[michael\_reynolds@nps.gov]  
**From:** Daniel Jorjani  
**Sent:** 2017-04-13T22:45:43-04:00  
**Importance:** Normal  
**Subject:** Re: AD Workforce Management  
**Received:** 2017-04-13T22:45:51-04:00

Not a done deal till it's a done deal.

Sent from my iPhone

> On Apr 13, 2017, at 10:31 PM, Herbert Frost <bert\_frost@nps.gov> wrote:

>

> Thanks!!

>

> Bert Frost

> Acting Deputy Director, Operations

> National Park Service

>

> 202-208-3818

>

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>>> Bert

>>>

>>> Bert Frost

17-01174\_014477;17-01174\_014477;17-01174\_014478

>>> Acting Deputy Director, Operations  
>>> National Park Service  
>>>  
>>> 202-208-3818 - office  
>>> 907-231-4725 - cell



**To:** Daniel Jorjani[daniel\_jorjani@ios.doi.gov]  
**Cc:** Reynolds Michael[michael\_reynolds@nps.gov]  
**From:** Herbert Frost  
**Sent:** 2017-04-14T06:20:47-04:00  
**Importance:** Normal  
**Subject:** Re: AD Workforce Management  
**Received:** 2017-04-14T06:20:57-04:00

Understood.

Bert Frost  
Acting Deputy Director, Operations  
National Park Service

202-208-3818

> On Apr 13, 2017, at 10:45 PM, Daniel Jorjani <daniel\_jorjani@ios.doi.gov> wrote:  
>  
> Not a done deal till it's a done deal.  
>  
> Sent from my iPhone  
>  
>> On Apr 13, 2017, at 10:31 PM, Herbert Frost <bert\_frost@nps.gov> wrote:  
>>  
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>>  
>> Bert Frost  
>> Acting Deputy Director, Operations  
>> National Park Service  
>>  
>> 202-208-3818  
>>  
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>>> Sent from my iPhone  
>>>  
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>>>> Bert Frost  
>>>> Acting Deputy Director, Operations  
>>>> National Park Service  
>>>>  
>>>> 202-208-3818 - office  
>>>> 907-231-4725 - cell

**To:** Katharine Macgregor[katharine\_macgregor@ios.doi.gov]  
**From:** Michael Nedd  
**Sent:** 2017-04-17T12:37:56-04:00  
**Importance:** Normal  
**Subject:** Detail  
**Received:** 2017-04-17T12:38:05-04:00

Per my follow-up discussion with SOL - SES employee can be detailed into a SES position for up to 240 days pursuant to 5 CFR § 317.903 and SES Desk Guide and the OPM's web site.

The Department's Executive Resources Board informed him (SOL) that this kind of detail does not need to be approved by the ERB for the first 120 days of the detail. That means that there does not need to be a written record of the detail at the Departmental level. He still would like to see the BLM record if you can find it. The only record we have is an e-mail...

*Take care and have a wonderful day! : )*

*Michael D. Nedd*  
*202-208-3801 Office*  
*202-208-5242 Fax*  
*[mnedd@blm.gov](mailto:mnedd@blm.gov)*

*A thought to consider "Do all the good you can, in all the ways you can, for all the people you can, while you can!"*

**To:** Michael Nedd[mnedd@blm.gov]  
**From:** Macgregor, Katharine  
**Sent:** 2017-04-17T14:01:24-04:00  
**Importance:** Normal  
**Subject:** Re: Detail  
**Received:** 2017-04-17T14:01:33-04:00

What about adherence to 5 USC 3345 (b)?

On Mon, Apr 17, 2017 at 12:37 PM, Michael Nedd <[mnedd@blm.gov](mailto:mnedd@blm.gov)> wrote:

Per my follow-up discussion with SOL - SES employee can be detailed into a SES position for up to 240 days pursuant to 5 CFR § 317.903 and SES Desk Guide and the OPM's web site.

The Department's Executive Resources Board informed him (SOL) that this kind of detail does not need to be approved by the ERB for the first 120 days of the detail. That means that there does not need to be a written record of the detail at the Departmental level. He still would like to see the BLM record if you can find it. The only record we have is an e-mail...

*Take care and have a wonderful day! : )*

*Michael D. Nedd*

*202-208-3801 Office*

*202-208-5242 Fax*

*[mnedd@blm.gov](mailto:mnedd@blm.gov)*

*A thought to consider "Do all the good you can, in all the ways you can, for all the people you can, while you can!"*

--  
Kate MacGregor

17-01174\_014482;17-01174\_014482;17-01174\_014483

1849 C ST NW  
Room 6625  
Washington DC 20240

202-208-3671 (Direct)

**To:** Katharine Macgregor[katharine\_macgregor@ios.doi.gov]  
**From:** Michael Nedd  
**Sent:** 2017-04-17T15:56:03-04:00  
**Importance:** Normal  
**Subject:** RE: Detail  
**Received:** 2017-04-17T15:56:12-04:00

Checking...

*Take care and have a wonderful day! : )*

*Michael D. Nedd  
202-208-3801 Office  
202-208-5242 Fax  
[mnedd@blm.gov](mailto:mnedd@blm.gov)*

*A thought to consider "Do all the good you can, in all the ways you can, for all the people you can, while you can!"*

**From:** Macgregor, Katharine [mailto:[katharine\\_macgregor@ios.doi.gov](mailto:katharine_macgregor@ios.doi.gov)]  
**Sent:** Monday, April 17, 2017 2:01 PM  
**To:** Michael Nedd  
**Subject:** Re: Detail

What about adherence to 5 USC 3345 (b)?

On Mon, Apr 17, 2017 at 12:37 PM, Michael Nedd <[mnedd@blm.gov](mailto:mnedd@blm.gov)> wrote:  
Per my follow-up discussion with SOL - SES employee can be detailed into a SES position for up to 240 days pursuant to 5 CFR § 317.903 and SES Desk Guide and the OPM's web site.

The Department's Executive Resources Board informed him (SOL) that this kind of detail does not need to be approved by the ERB for the first 120 days of the detail. That means that there does not need to be a written record of the detail at the Departmental level. He still would like to see the BLM record if you can find it. The only record we have is an e-mail...

*Take care and have a wonderful day! : )*

*Michael D. Nedd  
202-208-3801 Office  
202-208-5242 Fax  
[mnedd@blm.gov](mailto:mnedd@blm.gov)*

*A thought to consider "Do all the good you can, in all the ways you can, for all the people you can, while you can!"*

17-01174\_014484;17-01174\_014484;17-01174\_014485

--

Kate MacGregor  
1849 C ST NW  
Room 6625  
Washington DC 20240

202-208-3671 (Direct)

**To:** michele\_singer@ios.doi.gov[michele\_singer@ios.doi.gov]; John W Ross[John\_Ross@ios.doi.gov]; Sylvia Burns[sylvia\_burns@ios.doi.gov]; William Hall[william\_e\_hall@ios.doi.gov]; shayla\_simmons@oha.doi.gov[shayla\_simmons@oha.doi.gov]; joseph\_w\_nassar@ios.doi.gov[joseph\_w\_nassar@ios.doi.gov]  
**Cc:** amy\_holley@ios.doi.gov[amy\_holley@ios.doi.gov]  
**From:** Elena Gonzalez  
**Sent:** 2017-04-18T13:55:04-04:00  
**Importance:** Normal  
**Subject:** Re: Re hiring guidance, it turns out . . .  
**Received:** 2017-04-18T13:55:13-04:00

Amy - please let us know if anything in this message is not accurate as of now. It was a little hard to hear by phone today, but this lines up with what we had already heard from you, Jim and Mary, I believe. Thanks!  
Elena

Sent from my iPad

> On Apr 18, 2017, at 1:50 PM, Elena Gonzalez <maria\_gonzalez@ios.doi.gov> wrote:

>

> We have received some guidance but it is not being widely disseminated  
> yet. That is why Ray did not have much to share yesterday I think. Amy is  
> checking on it and hopes to be able to forward to PMB DAS. I will  
> share with all of you asap. Same thing is going on with several  
> guidance docs and we are not sure why. General guidance for PMB is  
> indefinite hiring freeze due to anticipated budget cuts and resource  
> constraints, and as I shared previously, any GS-12 through GS-15  
> position must be approved by Dep Sec, and all D.C. and Denver  
> positions regardless of grade level must be approved by Dep Sec. After  
> discussion with me, those requests will go to the Dep Sec through  
> Mary. More on that process soon but not likely we will be using it  
> much if at all for the time being. Any SES or SL must go through usual ERB  
> process but there is not ERB at this time. I think the use of details  
> is ok and moving existing staff around may be too. More soon.

>

> Michele- Raised IBC's various needs in our staff meeting and we know  
> we need to talk further on those questions. Can do that soon.  
> Elena

>

> Sent from my iPad



**To:** Haugrud, Kevin[jack.haugrud@sol.doi.gov]  
**Cc:** James Cason[james\_cason@ios.doi.gov]  
**From:** Edward Keable  
**Sent:** 2017-04-19T21:18:43-04:00  
**Importance:** Normal  
**Subject:** Re: (b)(5) Question  
**Received:** 2017-04-19T21:18:50-04:00

(b)(5)

I would be happy to follow up with (b)(5) if you would like. I do not think that would change the outcome of my legal conclusion that (b)(5)

(b)(5)

Ed

Sent from my iPhone

On Apr 19, 2017, at 7:50 PM, Haugrud, Kevin <jack.haugrud@sol.doi.gov> wrote:

(b)(5)

-----Forwarded message -----

**From:** Keable, Edward <edward.keable@sol.doi.gov>

**Date:** Tue, Apr 18, 2017 at 6:52 PM

**Subject:** (b)(5) Question

**To:** Kevin Haugrud <jack.haugrud@sol.doi.gov>, "Brown, Laura"

<Laura.Brown@sol.doi.gov>, Aaron Moody <aaron.moody@sol.doi.gov>

Jack, Laura, Aaron,

It occurs to me that I should let you know about some advice I gave to (b)(5)

(b)(5)

[REDACTED]  
[REDACTED]  
[REDACTED] (b)(5) [REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

Please let me know if you have any questions.

Ed

--

Edward T. Keable  
Deputy Solicitor-General Law  
Office of the Solicitor  
U.S. Department of the Interior  
Phone: 202-208-4423  
Fax: 202-208-5584  
[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)

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**To:** Kevin Haugrud[jack.haugrud@sol.doi.gov]  
**From:** Daniel Jorjani  
**Sent:** 2017-04-20T00:39:26-04:00  
**Importance:** Normal  
**Subject:** Re: (b)(5) Question  
**Received:** 2017-04-20T00:39:42-04:00

Thank you.

Sent from my iPhone

On Apr 19, 2017, at 10:06 PM, Kevin Haugrud <[jack.haugrud@sol.doi.gov](mailto:jack.haugrud@sol.doi.gov)> wrote:

This email string has Ed's original email describing his research and communications with (b)(5) my email to Jim (copying Ed), and Ed's response.

---

**From:** Edward Keable <[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)>  
**Sent:** Wednesday, April 19, 2017 9:18 PM  
**To:** Haugrud, Kevin  
**Cc:** James Cason  
**Subject:** Re: (b)(5) Question

(b)(5)

I would be happy to follow up with (b)(5) if you would like. I do not think that would change the outcome of my legal conclusion that (b)(5)

(b)(5)

Ed

Sent from my iPhone

On Apr 19, 2017, at 7:50 PM, Haugrud, Kevin <[jack.haugrud@sol.doi.gov](mailto:jack.haugrud@sol.doi.gov)> wrote:

(b)(5)

-----Forwarded message -----

From: **Keable, Edward** <[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)>

Date: Tue, Apr 18, 2017 at 6:52 PM

Subject: Acting Deputy Director Question

To: Kevin Haugrud <[jack.haugrud@sol.doi.gov](mailto:jack.haugrud@sol.doi.gov)>, "Brown, Laura"

<[Laura.Brown@sol.doi.gov](mailto:Laura.Brown@sol.doi.gov)>, Aaron Moody

<[aaron.moody@sol.doi.gov](mailto:aaron.moody@sol.doi.gov)>

Jack, Laura, Aaron,

It occurs to me that I should let you know about some advice I gave to

(b)(5)

(b)(5)

(b)(5)

Please let me know if you have any questions.

Ed

--

Edward T. Keable  
Deputy Solicitor-General Law  
Office of the Solicitor  
U.S. Department of the Interior  
Phone: 202-208-4423  
Fax: 202-208-5584  
[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)

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**To:** kate\_macgregor@ios.doi.gov[kate\_macgregor@ios.doi.gov]  
**From:** Daniel Jorjani  
**Sent:** 2017-04-20T00:49:44-04:00  
**Importance:** Normal  
**Subject:** Fwd: (b)(5) Question  
**Received:** 2017-04-20T00:49:52-04:00

Just confirming that you received a copy of this email chain. I hope you are (b)(5)  
(b)(6)

Sent from my iPhone

Begin forwarded message:

**From:** Kevin Haugrud <jack.haugrud@sol.doi.gov>  
**Date:** April 19, 2017 at 10:06:25 PM EDT  
**To:** "Jorjani, Daniel" <daniel\_jorjani@ios.doi.gov>  
**Subject: Fw:** (b)(5) Question

This email string has Ed's original email describing his research and communications with (b)(5) my email to Jim (copying Ed), and Ed's response.

---

**From:** Edward Keable <edward.keable@sol.doi.gov>  
**Sent:** Wednesday, April 19, 2017 9:18 PM  
**To:** Haugrud, Kevin  
**Cc:** James Cason  
**Subject:** Re: (b)(5) Question

(b)(5)

I would be happy to follow up with (b)(5) if you would like. I do not think that would change the outcome of my legal conclusion (b)(5)

(b)(5)

Ed

Sent from my iPhone

On Apr 19, 2017, at 7:50 PM, Haugrud, Kevin <jack.haugrud@sol.doi.gov> wrote:

(b)(5)

(b)(5)

-----Forwarded message -----

From: **Keable, Edward** <[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)>

Date: Tue, Apr 18, 2017 at 6:52 PM

Subject: Acting Deputy Director Question

To: Kevin Haugrud <[jack.haugrud@sol.doi.gov](mailto:jack.haugrud@sol.doi.gov)>, "Brown, Laura"  
<[Laura.Brown@sol.doi.gov](mailto:Laura.Brown@sol.doi.gov)>, Aaron Moody  
<[aaron.moody@sol.doi.gov](mailto:aaron.moody@sol.doi.gov)>

Jack, Laura, Aaron,

It occurs to me that I should let you know about some advice I gave to

(b)(5)

(b)(5)

(b)(5)

(b)(5)

Please let me know if you have any questions.

Ed

--

Edward T. Keable  
Deputy Solicitor-General Law  
Office of the Solicitor  
U.S. Department of the Interior  
Phone: 202-208-4423  
Fax: 202-208-5584  
[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)

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**To:** Daniel Jorjani[daniel\_jorjani@ios.doi.gov]  
**From:** Katharine Macgregor  
**Sent:** 2017-04-20T07:22:40-04:00  
**Importance:** Normal  
**Subject:** Re: (b)(5) Question  
**Received:** 2017-04-20T07:22:47-04:00

Yes thanks Dan!

Sent from my iPhone

On Apr 20, 2017, at 12:49 AM, Daniel Jorjani <daniel\_jorjani@ios.doi.gov> wrote:

Just confirming that you received a copy of this email chain. I hope you are on  
(b)(6)

Sent from my iPhone

Begin forwarded message:

**From:** Kevin Haugrud <jack.haugrud@sol.doi.gov>  
**Date:** April 19, 2017 at 10:06:25 PM EDT  
**To:** "Jorjani, Daniel" <daniel\_jorjani@ios.doi.gov>  
**Subject: Fw:** (b)(5) Question

This email string has Ed's original email describing his research and communications with (b)(5) my email to Jim (copying Ed), and Ed's response.

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**From:** Edward Keable <edward.keable@sol.doi.gov>  
**Sent:** Wednesday, April 19, 2017 9:18 PM  
**To:** Haugrud, Kevin  
**Cc:** James Cason  
**Subject:** Re: (b)(5) Question

(b)(5)

I would be happy to follow up with (b)(5) if you would like. I do not think that would change the outcome of my legal conclusion that (b)(5)

(b)(5)

Ed

Sent from my iPhone

On Apr 19, 2017, at 7:50 PM, Haugrud, Kevin <[jack.haugrud@sol.doi.gov](mailto:jack.haugrud@sol.doi.gov)> wrote:

(b)(5)

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From: **Keable, Edward** <[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)>

Date: Tue, Apr 18, 2017 at 6:52 PM

Subject: (b)(5) Question

To: Kevin Haugrud <[jack.haugrud@sol.doi.gov](mailto:jack.haugrud@sol.doi.gov)>, "Brown, Laura" <[Laura.Brown@sol.doi.gov](mailto:Laura.Brown@sol.doi.gov)>, Aaron Moody <[aaron.moody@sol.doi.gov](mailto:aaron.moody@sol.doi.gov)>

Jack, Laura, Aaron,

It occurs to me that I should let you know about some advice I gave to (b)(5)

(b)(5)

(b)(5)

(b)(5)

Please let me know if you have any questions.

Ed

--

Edward T. Keable  
Deputy Solicitor-General Law  
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Phone: 202-208-4423  
Fax: 202-208-5584  
[edward.keable@sol.doi.gov](mailto:edward.keable@sol.doi.gov)

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**To:** James Cason[james\_cason@ios.doi.gov]; Scott Hommel[scott\_hommel@ios.doi.gov]; Scott Cameron[scott\_cameron@ios.doi.gov]; Douglas Domenech[douglas\_domenech@ios.doi.gov]; Lori Mashburn[lori\_mashburn@ios.doi.gov]; Jorjani, Daniel[daniel.jorjani@sol.doi.gov]  
**From:** Howarth, Robert  
**Sent:** 2017-05-22T06:40:04-04:00  
**Importance:** Normal  
**Subject:** Signed Memo  
**Received:** 2017-05-22T06:40:13-04:00  
[Signed ERB 2017.pdf](#)

Good morning. Attached for your records is the signed memorandum from the Secretary regarding the ERB. Those cc'd on the memo will receive their copy via inside mail today.

Have a good day.

Rob

--

Robert Howarth  
Deputy Director for Correspondence and FOIA Management  
Office of the Executive Secretariat and Regulatory Affairs  
Department of the Interior  
1849 C Street, NW  
Washington, DC 20240  
202-208-3181  
202-208-4451 (direct)  
202-549-8961 (cell)

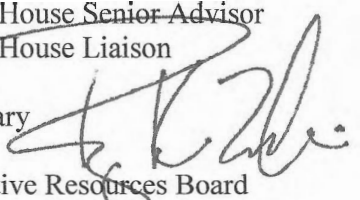


THE SECRETARY OF THE INTERIOR  
WASHINGTON

MAY 19 2017

**Memorandum**

**To:** Associate Deputy Secretary  
Chief of Staff  
Principal Deputy Solicitor  
Principal Deputy Assistant Secretary – Policy, Management and Budget  
White House Senior Advisor  
White House Liaison

**From:** Secretary 

**Subject:** Executive Resources Board

Effective the date of this memorandum, I hereby establish the Executive Resources Board (ERB) for the Department of the Interior (Department) and constitute the membership as follows:

- Associate Deputy Secretary, *Chairperson*  
(Mr. James Cason)
- Chief of Staff, *Member*  
(Mr. Scott Hommel)
- Principal Deputy Solicitor, *Member*  
(Mr. Daniel Jorjani)
- Principal Deputy Assistant Secretary – Policy, Management and Budget, *Member*  
(Mr. Scott Cameron)
- White House Senior Advisor, *Member*  
(Mr. Douglas Domenech)
- White House Liaison, *Member*  
(Ms. Lori Mashburn)

The Deputy Assistant Secretary – Human Capital and Diversity/Chief Human Capital Officer (Ms. Mary Pletcher) will serve as an advisor to the ERB. The ERB will continue to play a prominent role in determining the executive resources needs of the Department's bureaus and offices. The ERB will oversee all aspects of the management of executive resources to include Senior Executive Service, Senior Level, and scientific and professional resources. In addition, the ERB will retain final approval of other aspects of these programs, including position establishment, recruitment, qualification requirements, selection, pay setting, performance appraisals, performance awards, executive development, Presidential Rank Awards and all other recognition, and the establishment of the Department's Performance Review Boards.

cc: Deputy Secretary  
Solicitor  
Inspector General  
Assistant Secretaries  
Heads of Bureaus and Offices

**To:** Howarth, Robert[robert\_howarth@ios.doi.gov]  
**From:** Scott Cameron  
**Sent:** 2017-05-22T09:51:01-04:00  
**Importance:** Normal  
**Subject:** Re: Signed Memo  
**Received:** 2017-05-22T09:51:10-04:00

You too, Rob.

Thanks,  
Scott  
Scott J. Cameron  
Acting Assistant Secretary for Water and Science, and Principal Deputy Assistant Secretary  
for Policy, Management and Budget  
Department of the Interior

Phone: 202 208 0969  
Cell service 202 706 9031

Sent from my iPhone

On May 22, 2017, at 3:40 AM, Howarth, Robert <[robert\\_howarth@ios.doi.gov](mailto:robert_howarth@ios.doi.gov)> wrote:

Good morning. Attached for your records is the signed memorandum from the Secretary regarding the ERB. Those cc'd on the memo will receive their copy via inside mail today.

Have a good day.

Rob

--

Robert Howarth  
Deputy Director for Correspondence and FOIA Management  
Office of the Executive Secretariat and Regulatory Affairs  
Department of the Interior  
1849 C Street, NW  
Washington, DC 20240  
202-208-3181  
202-208-4451 (direct)  
202-549-8961 (cell)

<Signed ERB 2017.pdf>

**To:** Scott Cameron[scott\_cameron@ios.doi.gov]  
**From:** Howarth, Robert  
**Sent:** 2017-05-22T09:52:14-04:00  
**Importance:** Normal  
**Subject:** Re: Signed Memo  
**Received:** 2017-05-22T09:52:20-04:00

Thanks, will certainly try!

On Mon, May 22, 2017 at 9:51 AM, Scott Cameron <[scott\\_cameron@ios.doi.gov](mailto:scott_cameron@ios.doi.gov)> wrote:

You too, Rob.

Thanks,  
Scott  
Scott J. Cameron  
Acting Assistant Secretary for Water and Science, and Principal Deputy Assistant  
Secretary for Policy, Management and Budget  
Department of the Interior

Phone: 202 208 0969  
Cell service 202 706 9031

Sent from my iPhone

On May 22, 2017, at 3:40 AM, Howarth, Robert <[robert\\_howarth@ios.doi.gov](mailto:robert_howarth@ios.doi.gov)> wrote:

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Rob

--

Robert Howarth  
Deputy Director for Correspondence and FOIA Management  
Office of the Executive Secretariat and Regulatory Affairs  
Department of the Interior  
1849 C Street, NW  
Washington, DC 20240  
202-208-3181  
202-208-4451 (direct)  
202-549-8961 (cell)

<Signed ERB 2017.pdf>

--

Robert Howarth  
Deputy Director for Correspondence and FOIA Management  
Office of the Executive Secretariat and Regulatory Affairs  
Department of the Interior  
1849 C Street, NW  
Washington, DC 20240  
202-208-3181  
202-208-4451 (direct)  
202-549-8961 (cell)



**To:** Jorjani Daniel[daniel\_jorjani@ios.doi.gov]; Haugrud Kevin[jack.haugrud@sol.doi.gov]  
**Cc:** Mashburn Lori[lori\_mashburn@ios.doi.gov]; Cason James[james\_cason@ios.doi.gov]  
**From:** Douglas Domenech  
**Sent:** 2017-05-22T15:19:09-04:00  
**Importance:** Normal  
**Subject:** ERB  
**Received:** 2017-05-22T15:20:15-04:00  
[ATT00001.htm](#)  
[Signed ERB 2017.pdf](#)

Please advise. (b)(5)

(b)(5) Thanks.

Doug

Sent from my iPhone

Begin forwarded message:

**From:** "Howarth, Robert" <[robert\\_howarth@ios.doi.gov](mailto:robert_howarth@ios.doi.gov)>  
**Date:** May 22, 2017 at 6:40:04 AM EDT  
**To:** James Cason <[james\\_cason@ios.doi.gov](mailto:james_cason@ios.doi.gov)>, Scott Hommel  
<[scott\\_hommel@ios.doi.gov](mailto:scott_hommel@ios.doi.gov)>, Scott Cameron <[scott\\_cameron@ios.doi.gov](mailto:scott_cameron@ios.doi.gov)>,  
Douglas Domenech <[douglas\\_domenech@ios.doi.gov](mailto:douglas_domenech@ios.doi.gov)>, Lori Mashburn  
<[lori\\_mashburn@ios.doi.gov](mailto:lori_mashburn@ios.doi.gov)>, "Jorjani, Daniel" <[daniel.jorjani@sol.doi.gov](mailto:daniel.jorjani@sol.doi.gov)>  
**Subject:** Signed Memo

Good morning. Attached for your records is the signed memorandum from the Secretary regarding the ERB. Those cc'd on the memo will receive their copy via inside mail today.

Have a good day.

Rob

--

Robert Howarth  
Deputy Director for Correspondence and FOIA Management  
Office of the Executive Secretariat and Regulatory Affairs  
Department of the Interior  
1849 C Street, NW  
Washington, DC 20240  
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202-208-4451 (direct)  
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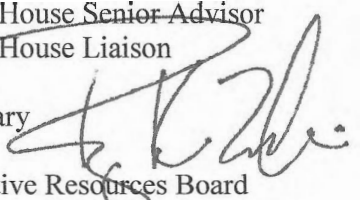


THE SECRETARY OF THE INTERIOR  
WASHINGTON

MAY 19 2017

**Memorandum**

**To:** Associate Deputy Secretary  
Chief of Staff  
Principal Deputy Solicitor  
Principal Deputy Assistant Secretary – Policy, Management and Budget  
White House Senior Advisor  
White House Liaison

**From:** Secretary 

**Subject:** Executive Resources Board

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(Mr. James Cason)
- Chief of Staff, *Member*  
(Mr. Scott Hommel)
- Principal Deputy Solicitor, *Member*  
(Mr. Daniel Jorjani)
- Principal Deputy Assistant Secretary – Policy, Management and Budget, *Member*  
(Mr. Scott Cameron)
- White House Senior Advisor, *Member*  
(Mr. Douglas Domenech)
- White House Liaison, *Member*  
(Ms. Lori Mashburn)

The Deputy Assistant Secretary – Human Capital and Diversity/Chief Human Capital Officer (Ms. Mary Pletcher) will serve as an advisor to the ERB. The ERB will continue to play a prominent role in determining the executive resources needs of the Department's bureaus and offices. The ERB will oversee all aspects of the management of executive resources to include Senior Executive Service, Senior Level, and scientific and professional resources. In addition, the ERB will retain final approval of other aspects of these programs, including position establishment, recruitment, qualification requirements, selection, pay setting, performance appraisals, performance awards, executive development, Presidential Rank Awards and all other recognition, and the establishment of the Department's Performance Review Boards.

cc: Deputy Secretary  
Solicitor  
Inspector General  
Assistant Secretaries  
Heads of Bureaus and Offices

**To:** Douglas Domenech[douglas\_domenech@ios.doi.gov]  
**Cc:** Jorjani Daniel[daniel\_jorjani@ios.doi.gov]; Haugrud Kevin[jack.haugrud@sol.doi.gov]; Mashburn Lori[lori\_mashburn@ios.doi.gov]; Cason James[james\_cason@ios.doi.gov]  
**From:** Jorjani, Daniel  
**Sent:** 2017-05-22T15:25:15-04:00  
**Importance:** Normal  
**Subject:** Re: ERB  
**Received:** 2017-05-22T15:26:02-04:00

Doug - (b)(5)

Lori - (b)(5)

On Mon, May 22, 2017 at 3:19 PM, Douglas Domenech <douglas\_domenech@ios.doi.gov> wrote:

Please advise. (b)(5)

(b)(5)

Thanks.

Doug

Sent from my iPhone

Begin forwarded message:

**From:** "Howarth, Robert" <robert\_howarth@ios.doi.gov>  
**Date:** May 22, 2017 at 6:40:04 AM EDT  
**To:** James Cason <james\_cason@ios.doi.gov>, Scott Hommel <scott\_hommel@ios.doi.gov>, Scott Cameron <scott\_cameron@ios.doi.gov>, Douglas Domenech <douglas\_domenech@ios.doi.gov>, Lori Mashburn <lori\_mashburn@ios.doi.gov>, "Jorjani, Daniel" <daniel.jorjani@sol.doi.gov>  
**Subject:** Signed Memo

Good morning. Attached for your records is the signed memorandum from the Secretary regarding the ERB. Those cc'd on the memo will receive their copy via inside mail today.

Have a good day.

Rob

--

Robert Howarth  
Deputy Director for Correspondence and FOIA Management  
Office of the Executive Secretariat and Regulatory Affairs  
Department of the Interior  
1849 C Street, NW  
Washington, DC 20240  
202-208-3181

17-01174\_014505;17-01174\_014505;17-01174\_014506

202-208-4451 (direct)  
202-549-8961 (cell)

**To:** gareth\_rees@ios.doi.gov[gareth\_rees@ios.doi.gov]  
**From:** Brown, Michelle  
**Sent:** 2017-05-23T14:56:48-04:00  
**Importance:** Normal  
**Subject:** Out of the Office Re: Executive Resources Board Meeting  
**Received:** 2017-05-23T14:56:54-04:00

Thank you for your email. I will be out of the office the afternoon of May 23, 2017 in the afternoon. If you need immediate assistance, please call our office @ 202-208-3186. Thank you.

--

**Michelle R. Brown**  
**Office of the Assistant Secretary,**  
**Water & Science**  
**Department of the Interior**  
**202-208-7187**

**To:** Rees, Gareth[gareth\_rees@ios.doi.gov]  
**From:** Caminiti, Mariagrazia  
**Sent:** 2017-05-23T14:57:15-04:00  
**Importance:** Normal  
**Subject:** Re: Executive Resources Board Meeting  
**Received:** 2017-05-23T14:58:05-04:00

that will work for Dan.mg

On Tue, May 23, 2017 at 2:56 PM, Rees, Gareth <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)> wrote:

Hi All,

I need to schedule a meeting next week for the ERB. Could you let me know if Friday June 2 at 1pm will work? Thanks

Attendees:

Jim Cason  
Scott Hommel  
Dan Jorjani  
Scott Cameron  
Doug Domenech  
Lori Mashburn

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299

--

Mariagrazia Caminiti

Executive Assistant to the Solicitor  
US Department of the Interior  
1849 C Street, NW, Rm. 6352  
Washington, DC 20240

202-208-4423 - main number  
202-208-3111 - direct  
202-208-5584 - fax  
202-528-0486 or 202-359-2949 -cell/wcell

[illegible]

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**To:** Rees, Gareth[gareth\_rees@ios.doi.gov]  
**From:** Davis, Natalie  
**Sent:** 2017-05-23T15:01:06-04:00  
**Importance:** Normal  
**Subject:** Re: Executive Resources Board Meeting  
**Received:** 2017-05-23T15:01:13-04:00

1:00 works for Lori.

On Tue, May 23, 2017 at 2:56 PM, Rees, Gareth <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)> wrote:

Hi All,

I need to schedule a meeting next week for the ERB. Could you let me know if Friday June 2 at 1pm will work? Thanks

Attendees:

Jim Cason  
Scott Hommel  
Dan Jorjani  
Scott Cameron  
Doug Domenech  
Lori Mashburn

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299

--

Natalie Davis, Special Assistant  
Immediate Office of the Secretary  
U.S. Department of the Interior  
202.208.4928



17-01174\_014510;17-01174\_014510;17-01174\_014511

**To:** Rees, Gareth[gareth\_rees@ios.doi.gov]  
**From:** Guiden, Nancy  
**Sent:** 2017-05-23T16:55:42-04:00  
**Importance:** Normal  
**Subject:** Re: Executive Resources Board Meeting  
**Received:** 2017-05-23T16:56:19-04:00

Sorry it took so long to get back with you. Yes that time is good for Scott.

Vr,

Nancy Guiden  
U.S. Department of the Interior  
Immediate Office of the Secretary  
Washington, DC 20240  
202-208-6087  
[nancy\\_guiden@ios.doi.gov](mailto:nancy_guiden@ios.doi.gov)

On Tue, May 23, 2017 at 2:56 PM, Rees, Gareth <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)> wrote:

Hi All,

I need to schedule a meeting next week for the ERB. Could you let me know if Friday June 2 at 1pm will work? Thanks

Attendees:  
Jim Cason  
Scott Hommel  
Dan Jorjani  
Scott Cameron  
Doug Domenech  
Lori Mashburn

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299

17-01174\_014512;17-01174\_014512;17-01174\_014513

**To:** Rees, Gareth[gareth\_rees@ios.doi.gov]  
**From:** Brown, Michelle  
**Sent:** 2017-05-24T08:43:13-04:00  
**Importance:** Normal  
**Subject:** Re: Executive Resources Board Meeting  
**Received:** 2017-05-24T08:44:02-04:00

GM Gareth,

Scott is on leave next week, and through the 7th.

**Michelle R. Brown**  
**Office of the Assistant Secretary,**  
**Water & Science**  
**Department of the Interior**  
**202-208-7187**

On Tue, May 23, 2017 at 2:56 PM, Rees, Gareth <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)> wrote:

Hi All,

I need to schedule a meeting next week for the ERB. Could you let me know if Friday June 2 at 1pm will work? Thanks

Attendees:

Jim Cason  
Scott Hommel  
Dan Jorjani  
Scott Cameron  
Doug Domenech  
Lori Mashburn

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299

17-01174\_014514;17-01174\_014514;17-01174\_014515

**To:** Ojeda-dodds, Gisella[[gisella\\_ojeda-dodds@ios.doi.gov](mailto:gisella_ojeda-dodds@ios.doi.gov)]  
**From:** Rees, Gareth  
**Sent:** 2017-05-24T11:59:44-04:00  
**Importance:** Normal  
**Subject:** Re: Executive Resources Board Meeting  
**Received:** 2017-05-24T11:59:52-04:00

It was for Doug D

On Wed, May 24, 2017 at 11:30 AM, Ojeda-dodds, Gisella <[gisella\\_ojeda-dodds@ios.doi.gov](mailto:gisella_ojeda-dodds@ios.doi.gov)> wrote:

Unfortunately, Mr. DeVito is on travel with Secretary Zinke then but is available the week of June 5.

Gisella

On Tue, May 23, 2017 at 2:56 PM, Rees, Gareth <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)> wrote:

Hi All,

I need to schedule a meeting next week for the ERB. Could you let me know if Friday June 2 at 1pm will work? Thanks

Attendees:

Jim Cason  
Scott Hommel  
Dan Jorjani  
Scott Cameron  
Doug Domenech  
Lori Mashburn

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299

--

Gisella Ojeda-Dodds  
Executive Assistant to Douglas Domenech, Senior Advisor  
Megan Bloomgren, Acting Deputy Chief of Staff  
Vincent DeVito, Counselor for Energy Policy  
&  
Downey Magallanes, Special Assistant  
Immediate Office of the Secretary  
U.S. Department of the Interior  
1849 "C" Street, NW, MS: 6136-MIB  
Washington, D.C. 20240  
Telephone: (202) 208-4123/4105  
Facsimile: (202) 208-4561  
E-mail: [Gisella\\_Ojeda-Dodds@ios.doi.gov](mailto:Gisella_Ojeda-Dodds@ios.doi.gov)

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299

**To:** Rees, Gareth[gareth\_rees@ios.doi.gov]  
**From:** Ojeda-dodds, Gisella  
**Sent:** 2017-05-24T13:22:07-04:00  
**Importance:** Normal  
**Subject:** Re: Executive Resources Board Meeting  
**Received:** 2017-05-24T13:22:14-04:00

No worries - i see he put a question mark on it.

Gisella

On Wed, May 24, 2017 at 11:59 AM, Rees, Gareth <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)> wrote:

It was for Doug D

On Wed, May 24, 2017 at 11:30 AM, Ojeda-dodds, Gisella <[gisella\\_ojeda-dodds@ios.doi.gov](mailto:gisella_ojeda-dodds@ios.doi.gov)> wrote:

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Gisella

On Tue, May 23, 2017 at 2:56 PM, Rees, Gareth <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)> wrote:

Hi All,

I need to schedule a meeting next week for the ERB. Could you let me know if Friday June 2 at 1pm will work? Thanks

**Attendees:**

Jim Cason  
Scott Hommel  
Dan Jorjani  
Scott Cameron  
Doug Domenech  
Lori Mashburn

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873



Cell: 202-957-8299

--

Gisella Ojeda-Dodds  
Executive Assistant to Douglas Domenech, Senior Advisor  
Megan Bloomgren, Acting Deputy Chief of Staff  
Vincent DeVito, Counselor for Energy Policy  
&  
Downey Magallanes, Special Assistant  
Immediate Office of the Secretary  
U.S. Department of the Interior  
1849 "C" Street, NW, MS: 6136-MIB  
Washington, D.C. 20240  
Telephone: (202) 208-4123/4105  
Facsimile: (202) 208-4561  
E-mail: [Gisella\\_Ojeda-Dodds@ios.doi.gov](mailto:Gisella_Ojeda-Dodds@ios.doi.gov)

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299

--

Gisella Ojeda-Dodds  
Executive Assistant to Douglas Domenech, Senior Advisor  
Megan Bloomgren, Acting Deputy Chief of Staff  
Vincent DeVito, Counselor for Energy Policy  
&  
Downey Magallanes, Special Assistant

Immediate Office of the Secretary  
U.S. Department of the Interior  
1849 "C" Street, NW, MS: 6136-MIB  
Washington, D.C. 20240  
Telephone: (202) 208-4123/4105  
Facsimile: (202) 208-4561  
E-mail: [Gisella\\_Ojeda-Dodds@ios.doi.gov](mailto:Gisella_Ojeda-Dodds@ios.doi.gov)

**To:** James Cason[james\_cason@ios.doi.gov]  
**From:** Domenech, Douglas  
**Sent:** 2017-05-30T12:27:37-04:00  
**Importance:** Normal  
**Subject:** ERB  
**Received:** 2017-05-30T12:28:59-04:00

I see that the meeting is scheduled on Friday. I am out of the office that day anyway. Sorry.  
I have reached out to Mary about allowing me to be on ERB on some temporary status.

Doug Domenech  
Senior Advisor  
US Department of the Interior

**To:** Holley, Amy[amy\_holley@ios.doi.gov]  
**From:** Humbert, Harry  
**Sent:** 2017-05-31T15:27:27-04:00  
**Importance:** Normal  
**Subject:** Fwd: Drafted Memo - Change in Duty Stations  
**Received:** 2017-05-31T15:27:34-04:00  
SL-changeindutystation-Range (DRAFT).docx

FYI

----- Forwarded message -----

From: **Williams, Erica** <[erica.williams@bsee.gov](mailto:erica.williams@bsee.gov)>  
Date: Wed, May 31, 2017 at 1:41 PM  
Subject: Drafted Memo - Change in Duty Stations  
To: Harry Humbert <[harry\\_humbert@ios.doi.gov](mailto:harry_humbert@ios.doi.gov)>  
Cc: Jonathan Andrew <[jonathan\\_andrew@ios.doi.gov](mailto:jonathan_andrew@ios.doi.gov)>, Peyton Hardaway <[Peyton.Hardaway@bsee.gov](mailto:Peyton.Hardaway@bsee.gov)>, Grace Cleckley <[grace.cleckley@bsee.gov](mailto:grace.cleckley@bsee.gov)>

Hi Harry,

I wanted to give you an update on the duty station changes for Jonathan and Brent. We have drafted and submitted a memo (attached) to the Department Executive Resources for their review. We are waiting for their feedback given the circumstances before proceeding further.

Please let us know if you have any questions or concerns. We're hoping to get this matter resolved ASAP. -Thanks!

**Erica J. Williams**

Human Resources Specialist (Executive Resources)  
DOI | BSEE  
HRD | Executive Resources Branch  
1849 C Street N.W. (RM: 5444)  
Washington, DC 20240  
Office: 202-208-1894 | Email: [Erica.Williams@bsee.gov](mailto:Erica.Williams@bsee.gov)  
Fax: 202-219-8104

--

**Harry Humbert**  
**Deputy Assistant Secretary**  
**Public Safety, Resource Protection, Emergency Services**  
**Department of the Interior**  
**202-208-5773**

To: Executive Resources Board

Through: Scott Cameron  
Principal Deputy Assistant Secretary – Policy, Management and Budget

From: Harry Humbert  
Deputy Assistant Secretary, Public Safety, Resource Protection and Emergency Services

Subject: Request Approval for Change in Duty Stations

A permanent change in duty station from Washington, DC to Sarasota, Florida is hereby requested for the Senior Executive Service (SES) position Interagency Borderland Coordinator in the office of the Deputy Assistant Secretary – Public Safety, Resource Protection and Emergency Services, Assistant Secretary – Policy, Management and Budget located in Washington, D.C. The SES position is currently encumbered by Mr. Jonathan Andrew. As previously requested and approved, this specific position was appropriately reclassified to the Program Manager, Border Coordination and Field Communication as a Senior Level (SL) and subsequently advertised. However, preceding the selection of the new incumbent, Mr. Brent Range, the office was not afforded the opportunity to adequately train nor turnover the position's duties to sustain the critical functions. As the Program Manager, Border Coordination and Field Communication, Mr. Range will provide departmental direction and extensive coordination of activities for all areas adjacent to international borders where the Department has lands and/or interests.

The current incumbent, Mr. Andrew, has delayed his retirement to provide assistance and train the new incumbent. In preparation for his retirement, Mr. Andrew would permanently work virtually from Sarasota, Florida upon approval. Mr. Andrew will accompany his successor, Mr. Range, on several on-site visits to acclimate Mr. Range to the position's critical functions. This overlap in personnel will prevent any gap in performance of the duties and oversight during this transition.

In addition to the aforementioned, the office hereby requests a temporary change in duty station from Washington, DC to Ajo, Arizona for the SL position Program Manager, Border Coordination and Field Communication. Specifically, Mr. Range will make several site visits with Mr. Andrew and allow Mr. Range time to relocate to the Washington, DC area. This change in duty station would be effective upon ERB approval and end in August 2017.

The ERB is asked to:

1. Approve a permanent change in duty station from Washington, DC to Sarasota, Florida for the SES position Interagency Borderland Coordinator for Mr. Jonathan Andrew.

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

2. Approve a temporary change in duty station from Washington DC to Ajo, Arizona for the SL position Program Manager, Border Coordination and Field Communication for Brent Range.

Approved\_\_\_\_\_

Disapproved\_\_\_\_\_

\_\_\_\_\_  
for the Executive Resources Board

\_\_\_\_\_  
Date

**To:** Jorjani, Daniel[daniel.jorjani@sol.doi.gov]  
**From:** Caminiti, Mariagrazia  
**Sent:** 2017-06-01T18:30:13-04:00  
**Importance:** Normal  
**Subject:** Friday's calendar 0602  
**Received:** 2017-06-01T18:31:00-04:00

9:00 - Sr Staff

10:00 Chris Chaney interview - you have resume, but I've also provided to Kim if necessary

11:45 Lunch w/Karen Senjadji - meet at E Street - walk to Greenberry

1:00    ERB - Rm 6120

2:30 - Ben Simon (your office)

3:30 - 1st Amendment briefing - continued. (SOL)

Have a good day - i'll be on my phone when I can checking email - then Have a Great Weekend!

—

Marigrace Caminiti

Executive Assistant to the Solicitor  
US Department of the Interior  
1849 C Street, NW, Rm. 6352  
Washington, DC 20240  
202-208-4423 - main number  
202-208-3111 - direct  
202-208-5584 - fax  
202-528-0486 or 202-359-2949 -cell/wcell

[illegible]

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**To:** Daniel Jorjani[daniel\_jorjani@ios.doi.gov]  
**From:** Smith, Marc  
**Sent:** 2017-06-07T17:06:49-04:00  
**Importance:** Normal  
**Subject:** SOL Reorganization  
**Received:** 2017-06-07T17:07:25-04:00

Dan,

Regarding the planned reorganization, I have confirmed the following:

1) The changes must be submitted to Congress, as it constitutes a "reprogramming". Pursuant to Congressional guidelines, "A reprogramming shall also consist of any significant departure from the program described in the agency's budget justifications. This includes proposed reorganizations, especially those of significant national or regional importance, even without a change in funding. Any change to the organization table presented in the budget justification shall be subject to this requirement." We are drafting the reprogramming letter now, and should have that ready for your review on Thursday. Once approved, it is sent to the Budget Office, which will submit it to Congress. If Congress takes no action within 30 days, the changes automatically go into effect. (b)(5)

(b)(5)

2) No ERB action is required.

3) Changes need to be made to the Departmental Manual (DM). I previously drafted an approval package that proposed revising the DM to reflect earlier changes. I've now revised that package to also incorporate the new reorganization. The package also includes a revised organizational chart. Marigrace should be providing that package to you shortly. (b)(5)

(b)(5)

4) Minor changes will need to be made to the Regional Solicitors' Position Descriptions (PD) to indicate the new reporting structure. Specifically, you will be identified as the rating official for the Regional Solicitors and for Melinda. We also will prepare new EPAP cover sheets, which will need to be signed by June 30, so that you can sign their performance ratings at the end of the rating period (September 30).

(b)(5)

Marc.

--

**Marc A. Smith, Associate Solicitor**  
Division of Administration



Office of the Solicitor  
United States Department of the Interior  
1849 C St., NW  
Washington, DC 20240  
(202) 208-7950  
[marc.smith@sol.doi.gov](mailto:marc.smith@sol.doi.gov)

**Excellence - Integrity - Service**

**To:** Daniel Jorjani[daniel.jorjani@sol.doi.gov]  
**From:** Smith, Marc  
**Sent:** 2017-06-07T17:15:51-04:00  
**Importance:** Normal  
**Subject:** SOL Reorganization  
**Received:** 2017-06-07T17:16:28-04:00

Dan,  
Regarding the planned reorganization, I have confirmed the following:

1) The changes must be submitted to Congress, as it constitutes a "reprogramming". Pursuant to Congressional guidelines, "A reprogramming shall also consist of any significant departure from the program described in the agency's budget justifications. This includes proposed reorganizations, especially those of significant national or regional importance, even without a change in funding. Any change to the organization table presented in the budget justification shall be subject to this requirement." We are drafting the reprogramming letter now, and should have that ready for your review on Thursday. Once approved, it is sent to the Budget Office, which will submit it to Congress. If Congress takes no action within 30 days, the changes automatically go into effect. (b)(5)

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(b)(5)

Marc

--

**Marc A. Smith, Associate Solicitor**  
Division of Administration  
Office of the Solicitor  
United States Department of the Interior  
1849 C St., NW  
Washington, DC 20240  
(202) 208-7950  
[marc.smith@sol.doi.gov](mailto:marc.smith@sol.doi.gov)

**Excellence - Integrity - Service**

**To:** Daniel Jorjani[daniel.jorjani@sol.doi.gov]  
**From:** Smith, Marc  
**Sent:** 2017-06-07T17:24:41-04:00  
**Importance:** Normal  
**Subject:** SES Positions  
**Received:** 2017-06-07T17:25:13-04:00

Dan,

Regarding the DPW Associate Solicitor position, I understand from Ed that you would like to put a hold on further action at this time. We will await further instructions regarding the posting of an advertisement for the vacancy.

Regarding the Counselor to the Solicitor position for Ann Navaro, I will draft a hiring memo for your review and approval.

Regarding the Alaska Regional Solicitor position, we were informed that the HR Office wanted written confirmation that Joe Darnell is intending to retire. Joe provide that confirmation, and we submitted it to the HR office. Once the ERB approves our request to recruit and we receive an approved hiring controls waiver, we will proceed with the posting of an advertisement for that position.

Marc.

--

**Marc A. Smith, Associate Solicitor**  
Division of Administration  
Office of the Solicitor  
United States Department of the Interior  
1849 C St., NW  
Washington, DC 20240  
(202) 208-7950  
[marc.smith@sol.doi.gov](mailto:marc.smith@sol.doi.gov)

**Excellence - Integrity - Service**

**To:** Wood, Jeffrey (ENRD)[Jeffrey.Wood@usdoj.gov]  
**Cc:** Kevin Haugrud[jack.haugrud@sol.doi.gov]; Williams, Jean (ENRD)[Jean.Williams@usdoj.gov]  
**From:** Jorjani, Daniel  
**Sent:** 2017-06-20T12:10:09-04:00  
**Importance:** Normal  
**Subject:** Fwd: ESA Interagency Meeting with EPA, Commerce, USDA and DOI (Call in number 1-866-299-3188, access code 2025642910)  
**Received:** 2017-06-20T12:10:58-04:00  
ESA Background Briefing 6 19 2017.pptx

Jeff - Please find attached the EPA pesticide powerpoint. Mary N. intends to follow-up with you regarding next steps re the interagency process. Within the DOI Solicitor's office, Peg Romanik will have the lead. As part of the first phase of our SES personnel reorg announced last week, the ERB did a directed re-assignment of Peg to the role of "*Associate Solicitor for Parks & Wildlife*." In that capacity, Peg will own the portfolios for FWS, NPS, and NERDA. She was pleased with the decision. Ann Navaro has accepted the role of Counselor to the Solicitor. She will now be a full-time DOI employee (no longer a detailee from the Corps). We are very pleased to have Ann on this hallway as she has created significant value on several projects, including Everglades. Tony Sullins will serve as acting regional solicitor for the eastern US (Peg's previous role) until we've filled that SES slot. We have also changed the duty station for that regional solicitor from Washington, DC to Minnesota. (We did so for many reasons.)

Lastly, we are scheduled to roll-out the second phase of SES personnel changes in July, after we have reconvened the ERB.

----- Forwarded message -----

**To:** Jorjani, Daniel[daniel.jorjani@sol.doi.gov]  
**Cc:** Kevin Haugrud[jack.haugrud@sol.doi.gov]; Williams, Jean (ENRD)[Jean.Williams@usdoj.gov]  
**From:** Wood, Jeffrey (ENRD)  
**Sent:** 2017-06-20T19:44:18-04:00  
**Importance:** Normal  
**Subject:** RE: ESA Interagency Meeting with EPA, Commerce, USDA and DOI (Call in number 1-866-299-3188, access code 2025642910)  
**Received:** 2017-06-20T19:45:29-04:00

Thanks Dan! Look forward to meeting the rest of the team. Perhaps we can hold an upcoming DOI-DOJ weekly call at Interior?

**From:** Jorjani, Daniel [mailto:daniel.jorjani@sol.doi.gov]  
**Sent:** Tuesday, June 20, 2017 12:10 PM  
**To:** Wood, Jeffrey (ENRD) <JWood@ENRD.USDOJ.GOV>  
**Cc:** Kevin Haugrud <jack.haugrud@sol.doi.gov>; Williams, Jean (ENRD) <JWilliams@ENRD.USDOJ.GOV>  
**Subject:** Fwd: ESA Interagency Meeting with EPA, Commerce, USDA and DOI (Call in number 1-866-299-3188, access code 2025642910)

Jeff - Please find attached the EPA pesticide powerpoint. Mary N. intends to follow-up with you regarding next steps re the interagency process. Within the DOI Solicitor's office, Peg Romanik will have the lead. As part of the first phase of our SES personnel reorg announced last week, the ERB did a directed re-assignment of Peg to the role of "*Associate Solicitor for Parks & Wildlife*." In that capacity, Peg will own the portfolios for FWS, NPS, and NERDA. She was pleased with the decision. Ann Navaro has accepted the role of Counselor to the Solicitor. She will now be a full-time DOI employee (no longer a detailee from the Corps). We are very pleased to have Ann on this hallway as she has created significant value on several projects, including Everglades. Tony Sullins will serve as acting regional solicitor for the eastern US (Peg's previous role) until we've filled that SES slot. We have also changed the duty station for that regional solicitor from Washington, DC to Minnesota. (We did so for many reasons.) Lastly, we are scheduled to roll-out the second phase of SES personnel changes in July, after we have reconvened the ERB.

----- Forwarded message -----

**To:** Wood, Jeffrey (ENRD)[[Jeffrey.Wood@usdoj.gov](mailto:Jeffrey.Wood@usdoj.gov)]  
**Cc:** Kevin Haugrud[[jack.haugrud@sol.doi.gov](mailto:jack.haugrud@sol.doi.gov)]; Williams, Jean (ENRD)[[Jean.Williams@usdoj.gov](mailto:Jean.Williams@usdoj.gov)]  
**From:** Daniel Jorjani  
**Sent:** 2017-06-21T05:33:41-04:00  
**Importance:** Normal  
**Subject:** Re: ESA Interagency Meeting with EPA, Commerce, USDA and DOI (Call in number 1-866-299-3188, access code 2025642910)  
**Received:** 2017-06-21T05:33:44-04:00

We definitely look forward to hosting one this summer.

Sent from my iPhone

On Jun 20, 2017, at 7:45 PM, Wood, Jeffrey (ENRD) <[Jeffrey.Wood@usdoj.gov](mailto:Jeffrey.Wood@usdoj.gov)> wrote:

Thanks Dan! Look forward to meeting the rest of the team. Perhaps we can hold an upcoming DOI-DOJ weekly call at Interior?

**From:** Jorjani, Daniel [<mailto:daniel.jorjani@sol.doi.gov>]  
**Sent:** Tuesday, June 20, 2017 12:10 PM  
**To:** Wood, Jeffrey (ENRD) <[JWood@ENRD.USDOJ.GOV](mailto:JWood@ENRD.USDOJ.GOV)>  
**Cc:** Kevin Haugrud <[jack.haugrud@sol.doi.gov](mailto:jack.haugrud@sol.doi.gov)>; Williams, Jean (ENRD) <[JWilliams@ENRD.USDOJ.GOV](mailto:JWilliams@ENRD.USDOJ.GOV)>  
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**To:** Caminiti, Mariagrazia[mariagrace.caminiti@sol.doi.gov]  
**From:** Jorjani, Daniel  
**Sent:** 2017-06-27T12:09:55-04:00  
**Importance:** Normal  
**Subject:** ERB  
**Received:** 2017-06-27T12:11:37-04:00

Please set up a call with Mary Pletcher for later this week re ERB items.

**To:** Jorjani, Daniel[daniel.jorjani@sol.doi.gov]  
**From:** Caminiti, Mariagrazia  
**Sent:** 2017-06-29T18:26:04-04:00  
**Importance:** Normal  
**Subject:** Friday preview- finishing the week/month full - June 30  
**Received:** 2017-06-29T18:26:52-04:00

8-10 - deskttime

10:30 - NPS Update w/Scott

11:00 - DGL weekly checkin

1:00 - Kaiini catchup - 10 min

1:30 - Weekly Ethics/scheduling

2:00 - DIA weekly checkin

2:45 - Ann/Dan counselor plan

3:30 - Marcella Burke call - interview

4:00 - ERB items w/Mary Pletcher

4:30 - Hiring decision disc w/Marc/Tommy/Tyron/Jack  
---weekly admin mtg to follow.

—

Marigrace Caminiti

Executive Assistant to the Solicitor  
US Department of the Interior  
1849 C Street, NW, Rm. 6352  
Washington, DC 20240  
202-208-4423 - main number  
202-208-3111 - direct  
202-208-5584 - fax  
202-528-0486 or 202-359-2949 - cell/wcell

[illegible]

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**To:** Jorjani, Daniel[daniel.jorjani@sol.doi.gov]  
**From:** Caminiti, Mariagrazia  
**Sent:** 2017-07-07T16:50:21-04:00  
**Importance:** Normal  
**Subject:** early heads up on Monday 7/10 - Reminder - Gary Lawkowski's first day!  
**Received:** 2017-07-07T16:51:08-04:00

8-10 desk time

10:00 Weekly Politicals Meeting

11:30 RS2477 mtg followup

1:00 ERB item disc. w/Mary Pletcher

1:30 Navaro re: PETPO and portfolio

2:00 BiWeekly Leadership mtg

3:00 Leila Getto scheduling touchbase

(3:00 Acting AS mtg)

— —

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**To:** Burns, Sylvia[sylvia\_burns@ios.doi.gov]  
**Cc:** Amy Holley[Amy\_Holley@ios.doi.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-07-10T10:19:03-04:00  
**Importance:** Normal  
**Subject:** Fwd: Change in Duty Station - Timothy Wight  
**Received:** 2017-07-10T10:19:50-04:00

At some point this week, you, me and Amy need to discuss the request to change duty station submitted by Bruce to HR. My recollection is Tim's duty station when he was offered the position and hired was Denver, not DC, and you allowed him to work in Spokane for a period of months until his family could see their house and move the kids, etc.to Denver. Amy and I both had the same understanding. We thought Tim never agreed to a DC duty station. It is confusing now that after he has moved to Denver or while he is moving to Denver, OCIO is submitting a request to change duty station from DC to Denver. This would need to go to the ERB and our intention was for the action before the prior ERB at the time of hire to address this situation.

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Elena

Elena Gonzalez  
U.S. Department of the Interior  
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1849 C St NW Room 5124  
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(o) 202-208-7966

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From: **Williams, Erica** <[erica.williams@bsee.gov](mailto:erica.williams@bsee.gov)>  
Date: Wed, Jul 5, 2017 at 2:08 PM  
Subject: Re: Change in Duty Station - Timothy Wight  
To: "Gonzalez, Elena" <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)>

Great, thank you!

**Erica J. Williams**

Human Resources Specialist (Executive Resources)  
DOI | BSEE  
HRD | Executive Resources Branch  
1849 C Street N.W. (RM: 5444)  
Washington, DC 20240  
Office: 202-208-1894 | Email: [Erica.Williams@bsee.gov](mailto:Erica.Williams@bsee.gov)  
Fax: 202-219-8104

On Wed, Jul 5, 2017 at 2:02 PM, Gonzalez, Elena <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Hi Ericka. Will call you shortly.  
Elena

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Hi Elena,  
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When you have a moment, could we discuss this matter briefly?

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**Cc:** Amy Holley[[Amy\\_Holley@ios.doi.gov](mailto:Amy_Holley@ios.doi.gov)]  
**From:** Sylvia Burns  
**Sent:** 2017-07-10T10:26:11-04:00  
**Importance:** Normal  
**Subject:** Re: Change in Duty Station - Timothy Wight  
**Received:** 2017-07-10T10:26:23-04:00

I am where you and Amy are. His position was always supposed to be in Denver and we just let him work out of Spokane until he could move. I'll catch up w you and Bruce on this later.

**Sylvia Burns, CIO**

Office of the Chief Information Officer

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17-01174\_014538;17-01174\_014538;17-01174\_014539;17-01174\_014540

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**From:** Gonzalez, Elena  
**Sent:** 2017-07-10T12:09:21-04:00  
**Importance:** Normal  
**Subject:** Re: Change in Duty Station - Timothy Wight  
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**Cc:** Amy Holley[[Amy\\_Holley@ios.doi.gov](mailto:Amy_Holley@ios.doi.gov)]  
**From:** Burns, Sylvia  
**Sent:** 2017-07-10T12:10:46-04:00  
**Importance:** Normal  
**Subject:** Re: Change in Duty Station - Timothy Wight  
**Received:** 2017-07-10T12:11:13-04:00

OK - I'll talk w/ Bruce today about this. I can talk w/ Jonathan Mack too.

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***Our mission is your mission***

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Date: Wed, Jul 5, 2017 at 2:08 PM  
Subject: Re: Change in Duty Station - Timothy Wight  
To: "Gonzalez, Elena" <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)>

Great, thank you!

**Erica J. Williams**

Human Resources Specialist (Executive Resources)  
DOI | BSEE  
HRD | Executive Resources Branch  
1849 C Street N.W. (RM: 5444)  
Washington, DC 20240  
Office: 202-208-1894 | Email: [Erica.Williams@bsee.gov](mailto:Erica.Williams@bsee.gov)  
Fax: 202-219-8104

On Wed, Jul 5, 2017 at 2:02 PM, Gonzalez, Elena <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Hi Ericka. Will call you shortly.

Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Wed, Jul 5, 2017 at 11:36 AM, Williams, Erica <[erica.williams@bsee.gov](mailto:erica.williams@bsee.gov)> wrote:

Hi Elena,  
I just called and tried to connect with you before your meeting. I spoke with Bruce Downs earlier about the subject action and he informed me that you would have some additional information regarding the decision status.

When you have a moment, could we discuss this matter briefly?

Thank you for your help in advance!

**Erica J. Williams**

Human Resources Specialist (Executive Resources)  
DOI | BSEE  
HRD | Executive Resources Branch  
1849 C Street N.W. (RM: 5444)  
Washington, DC 20240  
Office: 202-208-1894 | Email: [Erica.Williams@bsee.gov](mailto:Erica.Williams@bsee.gov)  
Fax: 202-219-8104

--

**Sylvia Burns, CIO**

Office of the Chief Information Officer | US Department of the Interior  
[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov) | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

***Our mission is your mission***

**To:** Haugrud, Kevin[jack.haugrud@sol.doi.gov]; Daniel Jorjani[daniel.jorjani@sol.doi.gov]  
**From:** Smith, Marc  
**Sent:** 2017-07-19T16:23:25-04:00  
**Importance:** Normal  
**Subject:** Re: Current Award Allocations in SOL Budget  
**Received:** 2017-07-19T16:24:57-04:00

Jack is correct that the annual budget for Solicitor's Excellence Awards has ranged from \$0 to around \$100,000, depending on available budget each year and the Solicitor's priorities. We have records of such awards dating back to 2007, so it likely was Mr. Bernhardt who originated the awards.

As Jack notes, we budgeted \$75,000 for Solicitor's Excellence Awards in FY2016. Ultimately, the Solicitor approved a total of \$72,600 in awards in 2016, which was divided among 52 individuals.

Marc.

On Wed, Jul 19, 2017 at 3:02 PM, Haugrud, Kevin <[jack.haugrud@sol.doi.gov](mailto:jack.haugrud@sol.doi.gov)> wrote:

Dan,

Our current FY2017 Operating Plan has the following award amounts: GS Awards: \$339,955; SES Awards: \$255,907. These amounts are in line with our historical allocations from previous years, but neither is close to the maximum allowed for awards (but it is the most we thought we could afford given our budget). For the GS awards, each Division and Region is given a prorated amount based on the number of their employees, and the Associate or Regional Solicitor has authority to divide up their assigned award amount among their employees.

The ERB technically makes the award decisions for SES and SL employees, but as a practical matter it's the Solicitor who does so for our SES/SL employees by making a recommendation that is first reviewed by the Performance Review Board and then sent to the ERB.

During Hilary's tenure, there was a third award account. She typically took some of the GS award money (i.e., the amount divvied up by the Associate and Regional Solicitors) and created a "Solicitor's Excellence Award." Associate and Regional Solicitors would nominate GS attorneys and staff for the award, and the Solicitor would then decide who to give an Excellence Award to and the amount of the award. The amount devoted to the "Solicitor's Excellence Awards" varied depending on our budget, but as I recall it varied from \$0 up to \$100,000 (Marc could confirm). If I recall correctly, the amount last year was \$75,000. Right now, our FY2017 Operating Plan does not have this third award account (Tyrone had put a nominal \$5000 in there, but then took it out).

At this stage, we can still change any of the award accounts. We could, for example, move money from the GS Award account and move it into the Solicitor's Excellence Awards. We also could theoretically just add money to one or more of accounts by finding money from somewhere else in the budget (e.g., not buy as many computers or hire even more slowly so there's extra money in our budget from having smaller salary expenses).



I've copied Marc to be sure I didn't misstate something. Jack

--

**Marc A. Smith, Associate Solicitor**  
Division of Administration  
Office of the Solicitor  
United States Department of the Interior  
1849 C St., NW  
Washington, DC 20240  
(202) 208-7950  
[marc.smith@sol.doi.gov](mailto:marc.smith@sol.doi.gov)

**Excellence - Integrity - Service**

**To:** Burns, Sylvia[sylvia\_burns@ios.doi.gov]; Amy Holley[Amy\_Holley@ios.doi.gov]; Rotimi Abimbola[rotimi\_abimbola@ios.doi.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-08-07T10:38:37-04:00  
**Importance:** Normal  
**Subject:** Rich talked to Kate and she gave the ok . . .  
**Received:** 2017-08-07T10:39:24-04:00

I just saw Jim Cason in the hallway and told him. Next step is to work on an ERB package. I think we have a bit more discussion on the title of the position in light of the additional plan to move Bruce Downs and his deputy position out West. I am wondering if we should have 2 Deputies in OCIO. One for all technical needs out West and one for all organizational needs in DC. If that will work, we need a new title for the Deputy East. Rich asked about the title today as he has been telling folks it is the deputy position. I told him I would send the current org chart and suggested he think about a new deputy title in light of the fact that Bruce is already a deputy too. We need to talk when Sylvia is back in the office next week.

Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

**To:** Gonzalez, Elena[[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)]  
**Cc:** Burns, Sylvia[[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)]; Amy Holley[[Amy\\_Holley@ios.doi.gov](mailto:Amy_Holley@ios.doi.gov)]  
**From:** Rotimi Abimbola  
**Sent:** 2017-08-07T10:43:13-04:00  
**Importance:** Normal  
**Subject:** Re: Rich talked to Kate and she gave the ok . . .  
**Received:** 2017-08-07T10:44:15-04:00

Here's our latest [org chart](#). Look forward to discussing when Sylvia returns.

On Mon, Aug 7, 2017 at 10:38 AM, Gonzalez, Elena <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

I just saw Jim Cason in the hallway and told him. Next step is to work on an ERB package. I think we have a bit more discussion on the title of the position in light of the additional plan to move Bruce Downs and his deputy position out West. I am wondering if we should have 2 Deputies in OCIO. One for all technical needs out West and one for all organizational needs in DC. If that will work, we need a new title for the Deputy East. Rich asked about the title today as he has been telling folks it is the deputy position. I told him I would send the current org chart and suggested he think about a new deputy title in light of the fact that Bruce is already a deputy too. We need to talk when Sylvia is back in the office next week.

Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

--

Rotimi Abimbola  
OCIO, Chief of Staff  
U.S. Department of the Interior  
Office phone: 202-208-2912  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

**To:** Ericka Witham[ericka.witham@bsee.gov]; Gary Hardaway[peyton.hardaway@bsee.gov]; Mack, Jonathan J[Jonathan\_Mack@ios.doi.gov]; Burns, Sylvia[sylvia\_burns@ios.doi.gov]; Amy Holley[Amy\_Holley@ios.doi.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-08-08T14:13:12-04:00  
**Importance:** Normal  
**Subject:** OS ACIO paperwork error  
**Received:** 2017-08-08T14:14:01-04:00

Hi all. Amy, Sylvia and I are in agreement that there was an error with the paperwork for the OS ACIO position and there should be no need to request ERB relocation to Denver at this time. I want to walk through it together and explore how best to appropriately correct the error. None of us saw the emails or knew the back discussions that were going on without Sylvia. The memo to the ERB was never interpreted as designating the duty station in DC because we knew that would be rejected. It was always meant to be established in Denver for this or any other candidate who did not want to be duty stationed in DC. I want to be sure the paperwork is aligned with what PMB leadership intended in filling this position with this individual. It matters to me that we correct the mistake rather than proceed as if this is a change in duty station now. I can assure you that Kris Sarri, Amy, Sylvia and I were well aware the duty station for this individual in this position was meant to be in Denver and that this individual had never agreed to be duty stationed in DC. He was allowed to work remotely from Spokane for family reasons before being asked to move to Denver. This should not be handled as a relocation of duty station from DC to Denver. Bruce Downs apparently was uninformed and made a mistake without even knowing he was making it. I thought Peyton was clear though on what Sylvia intended. I did not read the ERB memo as indicated the duty station was in DC. I read it as saying the DAS TIBS and ASPMB offices were in DC.

I will set up a time for us to walk through it and clarify.  
Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

**To:** Daniel Jorjani[daniel.jorjani@sol.doi.gov]  
**Cc:** Haugrud, Kevin[jack.haugrud@sol.doi.gov]; Edward Keable[edward.keable@sol.doi.gov]  
**From:** Smith, Marc  
**Sent:** 2017-08-14T09:57:32-04:00  
**Importance:** Normal  
**Subject:** NER Regional Solicitor  
**Received:** 2017-08-14T09:58:09-04:00

Dan,

Sharon Benitez is beginning preparation of the ERB recruit package for the Regional Solicitor - Northeast Region. We will need to identify three Rating Panel members, all of whom must be SES or SL, one member should be a non-career SES, and one member should be from outside SOL. We also need to identify two or three alternates in case one or more of the primary members become unavailable.

As a reminder, the panel members for the Alaska Regional Solicitor are:

Virginia Johnson, Bert Frost, Matt McKowen

Alternates: Maureen Foster, Peg Romanik

The panel members for the Parks and Wildlife Associate Solicitor, which of course are no longer needed, were: Casey Hammond, Mike Reynolds, Jack Haugrud

Alternates: Gary Frazier, Ed Keable

Also, we will need to provide a business case explaining why we are moving the regional office from Boston to Twin Cities. This will be required both for the ERB recruit package and for the reprogramming letter to Congress. Any information you can provide on this would be greatly appreciated.

Thank you.

Marc

--

**Marc A. Smith, Associate Solicitor**

Division of Administration

Office of the Solicitor

United States Department of the Interior

1849 C St., NW

Washington, DC 20240

(202) 208-7950

[marc.smith@sol.doi.gov](mailto:marc.smith@sol.doi.gov)

**Excellence - Integrity - Service**

**To:** Gary Hardaway[peyton.hardaway@bsee.gov]; Burns, Sylvia[sylvia\_burns@ios.doi.gov]; Amy Holley[Amy\_Holley@ios.doi.gov]; Mack, Jonathan J[Jonathan\_Mack@ios.doi.gov]; Michelle Oxyer[michelle.oxyer@bsee.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-08-14T12:21:23-04:00  
**Importance:** Normal  
**Subject:** Re: OS ACIO paperwork error  
**Received:** 2017-08-14T12:22:10-04:00

Thank you for meeting to discuss this today and for clarifying that the error in how this vacancy was handled started earlier than I realized. The paperwork on this was not consistent with our intent from earlier than I realized. We will follow up as discussed in our meeting today to get the situation resolved appropriately and will keep everyone apprised.  
Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Tue, Aug 8, 2017 at 2:13 PM, Gonzalez, Elena <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Hi all. Amy, Sylvia and I are in agreement that there was an error with the paperwork for the OS ACIO position and there should be no need to request ERB relocation to Denver at this time. I want to walk through it together and explore how best to appropriately correct the error. None of us saw the emails or knew the back discussions that were going on without Sylvia. The memo to the ERB was never interpreted as designating the duty station in DC because we knew that would be rejected. It was always meant to be established in Denver for this or any other candidate who did not want to be duty stationed in DC. I want to be sure the paperwork is aligned with what PMB leadership intended in filling this position with this individual. It matters to me that we correct the mistake rather than proceed as if this is a change in duty station now. I can assure you that Kris Sarri, Amy, Sylvia and I were well aware the duty station for this individual in this position was meant to be in Denver and that this individual had never agreed to be duty stationed in DC. He was allowed to work remotely from Spokane for family reasons before being asked to move to Denver. This should not be handled as a relocation of duty station from DC to Denver. Bruce Downs apparently was uninformed and made a mistake without even knowing he was making it. I thought Peyton was clear though on what Sylvia intended. I did not read the ERB memo as indicated the duty station was in DC. I read it as saying the DAS TIBS and ASPMB offices were in DC.

I will set up a time for us to walk through it and clarify.  
Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

**To:** Mariagrazia Caminiti[mari grace.caminiti@sol.doi.gov]  
**From:** Rees, Gareth  
**Sent:** 2017-08-22T11:18:25-04:00  
**Importance:** Normal  
**Subject:** Re: ERB mtg move.  
**Received:** 2017-08-22T11:18:31-04:00

How pissed will people be if I put it on Thursday at 5pm?

On Mon, Aug 21, 2017 at 6:41 PM, Mariagrazia Caminiti <[mari grace.caminiti@sol.doi.gov](mailto:mari grace.caminiti@sol.doi.gov)> wrote:

David and maybe Jim want to go to Tim Elliott's funeral Friday at 11 in old town. David. Thinks we need to move erb to Thursday if possible. I'm out tomorrow but I think we can accommodate almost anything for Dan. Thanks. And sorry.

Sent from my iPhone.

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299

**To:** Rees, Gareth[gareth\_rees@ios.doi.gov]  
**From:** Mariagrazia Caminiti  
**Sent:** 2017-08-22T12:36:38-04:00  
**Importance:** Normal  
**Subject:** Re: ERB mtg move.  
**Received:** 2017-08-22T12:36:48-04:00

Better Thursday than Friday.

Sent from my iPhone

On Aug 22, 2017, at 11:18 AM, Rees, Gareth <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)> wrote:

How pissed will people be if I put it on Thursday at 5pm?

On Mon, Aug 21, 2017 at 6:41 PM, Mariagrazia Caminiti  
<[marigrace.caminiti@sol.doi.gov](mailto:marigrace.caminiti@sol.doi.gov)> wrote:

David and maybe Jim want to go to Tim Elliott's funeral Friday at 11 in old town. David. Thinks we need to move erb to Thursday if possible. I'm out tomorrow but I think we can accommodate almost anything for Dan. Thanks. And sorry.

Sent from my iPhone.

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Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299



**To:** Burns, Sylvia[sylvia\_burns@ios.doi.gov]  
**Cc:** Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Cardinale, Richard  
**Sent:** 2017-08-23T14:01:46-04:00  
**Importance:** Normal  
**Subject:** Re: Draft PD  
**Received:** 2017-08-23T14:02:34-04:00

Can I let you know in the AM?  
Rich

On Wed, Aug 23, 2017 at 12:30 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

Rich - I finished my edits to the PD for the OCIO Director of Management. Wanted to make sure you are OK w/ it and don't have anything to add. Do you think you can let me know by the end of the day if it looks OK? I need to download and send to Mary and others to get this ready for the ERB along with the justification.

<https://docs.google.com/document/d/1NC51tWXC4J6zhgEieQwtHYXM9UCYoSgDALFp6xQCUMk/edit#>

Thanks.

Sylvia

--

**Sylvia Burns**, CIO  
Office of the Chief Information Officer | US Department of the Interior  
[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov) | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

*Our mission is your mission*

**To:** Cardinale, Richard[richard\_cardinale@ios.doi.gov]  
**Cc:** Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Burns, Sylvia  
**Sent:** 2017-08-23T14:07:11-04:00  
**Importance:** Normal  
**Subject:** Re: Draft PD  
**Received:** 2017-08-23T14:07:38-04:00

OK.

On Wed, Aug 23, 2017 at 2:01 PM, Cardinale, Richard <[richard\\_cardinale@ios.doi.gov](mailto:richard_cardinale@ios.doi.gov)> wrote:

Can I let you know in the AM?  
Rich

On Wed, Aug 23, 2017 at 12:30 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

Rich - I finished my edits to the PD for the OCIO Director of Management. Wanted to make sure you are OK w/ it and don't have anything to add. Do you think you can let me know by the end of the day if it looks OK? I need to download and send to Mary and others to get this ready for the ERB along with the justification.

<https://docs.google.com/document/d/1NC51tWXC4J6zhgEieQwtHYXM9UCYoSgDALFp6xQCUMk/edit#>

Thanks.

Sylvia

--

**Sylvia Burns**, CIO  
Office of the Chief Information Officer | US Department of the Interior  
[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov) | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

*Our mission is your mission*

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**Sylvia Burns**, CIO  
Office of the Chief Information Officer | US Department of the Interior  
[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov) | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

17-01174\_014560;17-01174\_014560;17-01174\_014561

***Our mission is your mission***

**To:** Burns, Sylvia[sylvia\_burns@ios.doi.gov]  
**Cc:** Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Cardinale, Richard  
**Sent:** 2017-08-24T10:01:33-04:00  
**Importance:** Normal  
**Subject:** Re: Draft PD  
**Received:** 2017-08-24T10:02:20-04:00

Good Morning, Sylvia, Elena and Amy.

My edits are complete. Thanks for everyone's patience.  
Rich

On Wed, Aug 23, 2017 at 12:30 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

Rich - I finished my edits to the PD for the OCIO Director of Management. Wanted to make sure you are OK w/ it and don't have anything to add. Do you think you can let me know by the end of the day if it looks OK? I need to download and send to Mary and others to get this ready for the ERB along with the justification.

<https://docs.google.com/document/d/1NC51tWXC4J6zhgEieQwtHYXM9UCYoSgDALFp6xQCUMk/edit#>

Thanks.

Sylvia

--

**Sylvia Burns**, CIO  
Office of the Chief Information Officer | US Department of the Interior  
[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov) | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

*Our mission is your mission*

**To:** Cardinale, Richard[richard\_cardinale@ios.doi.gov]  
**Cc:** Elena Gonzalez[maria\_gonzalez@ios.doi.gov]; Amy Holley[amy\_holley@ios.doi.gov]  
**From:** Burns, Sylvia  
**Sent:** 2017-08-24T11:11:42-04:00  
**Importance:** Normal  
**Subject:** Re: Draft PD  
**Received:** 2017-08-24T11:12:10-04:00

Thanks, Rich. I looked at your edits and think they improved the PD. I will wrap this up shortly and send to Mary and Executive Resources.

On Thu, Aug 24, 2017 at 10:01 AM, Cardinale, Richard <[richard\\_cardinale@ios.doi.gov](mailto:richard_cardinale@ios.doi.gov)> wrote:

Good Morning, Sylvia, Elena and Amy.

My edits are complete. Thanks for everyone's patience.  
Rich

On Wed, Aug 23, 2017 at 12:30 PM, Burns, Sylvia <[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov)> wrote:

Rich - I finished my edits to the PD for the OCIO Director of Management. Wanted to make sure you are OK w/ it and don't have anything to add. Do you think you can let me know by the end of the day if it looks OK? I need to download and send to Mary and others to get this ready for the ERB along with the justification.

<https://docs.google.com/document/d/1NC51tWXC4J6zhgEieQwtHYXM9UCYoSgDALFp6xQCUMk/edit#>

Thanks.

Sylvia

--

**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
[sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov) | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

*Our mission is your mission*

--

Sylvia Burns, CIO

17-01174\_014563;17-01174\_014563;17-01174\_014564

Office of the Chief Information Officer | US Department of the Interior  
sylvia\_burns@ios.doi.gov | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

***Our mission is your mission***

**To:** Rees, Gareth[gareth\_rees@ios.doi.gov]  
**From:** Rae, Kerry  
**Sent:** 2017-08-24T17:49:16-04:00  
**Importance:** Normal  
**Subject:** Re: Bullets points  
**Received:** 2017-08-24T17:49:53-04:00

Sorry, she didn't cc me.

She's in the ERB meeting and I should see her in 15 minutes or so if you don't get a forward from her before that.

On Thu, Aug 24, 2017 at 5:39 PM, Rees, Gareth <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)> wrote:

Do you have what Andrea sent? Thanks

----- Forwarded message -----

From: **Rees, Gareth** <[gareth\\_rees@ios.doi.gov](mailto:gareth_rees@ios.doi.gov)>

Date: Thu, Aug 24, 2017 at 5:13 PM

Subject: Bullets points

To: Andrea Travnicek <[andrea\\_travnicek@ios.doi.gov](mailto:andrea_travnicek@ios.doi.gov)>

Could you send me the bullets you sent Todd for the Operations meeting? Thanks

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299

--

Gareth C. Rees

Office to the Deputy Secretary

U.S. Department of the Interior

Tel: 202-208-6291

Fax: 202-208-1873

Cell: 202-957-8299



**To:** rotimi\_abimbola@ios.doi.gov[rotimi\_abimbola@ios.doi.gov]  
**Cc:** sylvia\_burns@ios.doi.gov[sylvia\_burns@ios.doi.gov];  
Amy\_Holley@ios.doi.gov[Amy\_Holley@ios.doi.gov]  
**From:** Elena Gonzalez (via Google Docs)  
**Sent:** 2017-08-25T15:02:39-04:00  
**Importance:** Normal  
**Subject:** ERB Memo BDowns Duty Station 08222017 - Invitation to edit  
**Received:** 2017-08-25T17:59:38-04:00

Elena Gonzalez has invited you to **edit** the following document:

## ERB Memo BDowns Duty Station 08222017

Made a few edits but not sure if I made it better. Please double check me.  
Elena

[Open in Docs](#)

Google Docs: Create and edit documents online.

Google Inc. 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA

You have received this email because someone shared a document with you from Google Docs.

**To:** Cason James[james\_cason@ios.doi.gov]  
**Cc:** mike.black@bia.gov[mike.black@bia.gov]  
**From:** Weldon Loudermilk  
**Sent:** 2017-08-30T14:45:13-04:00  
**Importance:** Normal  
**Subject:** Fwd: Deputy Bureau Director - OJS Recruitment Timeline  
**Received:** 2017-08-30T15:18:42-04:00

As per our discussion.

-Best Regards,

*This e-mail (including attachments) is intended for the use of the individual or entity to which it is addressed. It may contain information that is privileged, confidential, or otherwise protected by applicable law. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, copying or use of this e-mail or its contents is strictly prohibited. If you receive this e-mail in error, please notify the sender immediately and destroy all copies. Thank you.*

Begin forwarded message:

**From:** "Burckman, James" <james.burckman@bia.gov>  
**Date:** August 30, 2017 at 1:17:11 PM EDT  
**To:** Michael Black <Mike.Black@bia.gov>, Weldon Loudermilk  
<weldon.loudermilk@bia.gov>  
**Subject:** Deputy Bureau Director - OJS Recruitment Timeline

**The following is the recruitment timeline for the SES - Office of Justice Services vacancy.**

Position Advertised: 01-13-17 - 02-15-17

Rating Panel Completed: 03-20-17

OPM to accept QRB cases: 03-02-17

Hiring Freeze Approval From DOI: 05-01-17

DOI ERB Established: 05-23-17

ERB Case Preparation: 06-14-17

ECQ Writer Contacted: 06-20-17

Case Submitted to DOI for ERB Approval: 06-26-17

90-Work Days Ended: 07-06-17

Jim

17-01174\_014568;17-01174\_014568;17-01174\_014569

James N. Burckman  
Director, Human Capital Management  
Assistant Secretary-Indian Affairs  
202-208-2643

**To:** Lodge, Cynthia[clodge@usgs.gov]  
**Cc:** Andrea Travnicek[andrea\_travnicek@ios.doi.gov]; Ryan Nichols[ryan\_nichols@ios.doi.gov]; William Lukas[wlukas@usgs.gov]; William Werkheiser[whwerkhe@usgs.gov]; Applegate, David[applegate@usgs.gov]; Judy Nowakowski[jnowakowski@usgs.gov]; Betsy Hildebrandt[bhildebrandt@usgs.gov]  
**From:** Rae, Kerry  
**Sent:** 2017-09-01T11:56:06-04:00  
**Importance:** Normal  
**Subject:** Re: Congressional Notification for Realignment  
**Received:** 2017-09-01T11:56:43-04:00

Hi all,

AS/PMB does have the delegated authority to approve bureau level re-organizations. However, before that occurs, I understand there are approvals needed along the way from the Department's Budget Office (which may include a check with OMB), HR (which may include the ERB or OPM because SES are affected), and potentially IT (has been the case for past re-alignments).

Is someone working on a revision of the USGS organizational DM that would accompany this draft proposal in sending it through these offices for approval before this letter reaches Scott for his signature?

Thanks, Kerry

---

**Kerry Rae**

Chief of Staff for Water & Science  
U.S. Department of the Interior  
Phone: 202-513-0535  
Mobile: 202-494-4101  
Email: [Kerry\\_Rae@ios.doi.gov](mailto:Kerry_Rae@ios.doi.gov)

On Fri, Sep 1, 2017 at 9:26 AM, Lodge, Cynthia <[clodge@usgs.gov](mailto:clodge@usgs.gov)> wrote:

Here is an updated letter with org charts not showing the centers and a few minor edits. These will all be addressed and on DOI letterhead after editing.

Please let us know if you have any further changes.

P.S. There is a possibility that we might change my office name from Budget, planning and Integration to Budget and Performance to not confuse anyone with the new integration council. Other than that this should be ready.

On Thu, Aug 31, 2017 at 4:14 PM, Lodge, Cynthia <[clodge@usgs.gov](mailto:clodge@usgs.gov)> wrote:

Please find attached for your approval the memo to inform the 4 appropriation members in Congress on the USGS realignment. This memo will be properly addressed to all 4 members once this is approved by you and POB.

After you approve this it will go to the budget office and they will send it to OMB for clearance. Then it will be signed by Scott Cameron and carried over to congress.

If you have any questions or edits please let me know.

Thanks

v/r

--

*Cynthia (Cindy) Lodge*  
USGS Associate Director BPI  
(703) 648-4443

--

*Cynthia (Cindy) Lodge*  
USGS Associate Director BPI  
(703) 648-4443

**To:** Rae, Kerry[kerry\_rae@ios.doi.gov]  
**Cc:** Andrea Travnicek[andrea\_travnicek@ios.doi.gov]; Ryan Nichols[ryan\_nichols@ios.doi.gov]; William Lukas[wlukas@usgs.gov]; William Werkheiser[whwerkhe@usgs.gov]; Applegate, David[applegate@usgs.gov]; Judy Nowakowski[jnowakowski@usgs.gov]; Betsy Hildebrandt[bhildebrandt@usgs.gov]; Roseann Gonzales-Schreiner[rgonzales-schreiner@usgs.gov]  
**From:** Lodge, Cynthia  
**Sent:** 2017-09-01T12:31:44-04:00  
**Importance:** Normal  
**Subject:** Re: Congressional Notification for Realignment  
**Received:** 2017-09-01T12:31:57-04:00

Yes, First step is W&S. I will send to the Budget office and they will coordinate over there and get OMB approval and Scott's. Once we get Congressional approval we will submit the updates required for the DM and new PDs. the DM changes will go through your office for concurrence as well. Looping in Roseann/USGS as her office will be working on these administrative actions.

is W&S ok with this letter?

On Fri, Sep 1, 2017 at 11:56 AM, Rae, Kerry <kerry\_rae@ios.doi.gov> wrote:

Hi all,  
AS/PMB does have the delegated authority to approve bureau level re-organizations. However, before that occurs, I understand there are approvals needed along the way from the Department's Budget Office (which may include a check with OMB), HR (which may include the ERB or OPM because SES are affected), and potentially IT (has been the case for past re-alignments).

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Thanks, Kerry

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**Kerry Rae**

Chief of Staff for Water & Science  
U.S. Department of the Interior  
Phone: 202-513-0535  
Mobile: 202-494-4101  
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--

*Cynthia (Cindy) Lodge*  
USGS Associate Director BPI  
(703) 648-4443

**To:** Scott Cameron[scott\_cameron@ios.doi.gov]  
**Cc:** Amy Holley[Amy\_Holley@ios.doi.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-09-02T11:49:18-04:00  
**Importance:** Normal  
**Subject:** Re: Personnel information requested in ASPMB staff meeting  
**Received:** 2017-09-02T11:50:06-04:00

Scott: Was this what you needed for Jim? I am committed to making organizational changes that further the goal of continuous improvement for all business services. We believe we should be, and we want to be, models of effective change management and excellence in customer service. Please let me know if you need anything else from us.

Thanks.

Elena

Elena Gonzalez  
U.S. Department of the Interior  
Deputy Assistant Secretary for Technology, Information and Business Services  
1849 C St NW Room 5124  
Washington, DC 20240  
(o) 202-208-7966

On Fri, Sep 1, 2017 at 3:46 PM, Gonzalez, Elena <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Scott:

As you are aware, I have been planning several SES moves to further TIBS offices' business needs and aligned with the Secretary's reform vision and hiring controls. Mary Pletcher and Amy Holley are aware, as well as the impacted Office Directors. I have ERB request memos ready for submission and can share them if needed. The memos provided fuller justification for these requests.

My requests of the ERB are:

1. Richard Cardinale, SES, in ASLM will change positions and move to OCIO to serve as Director of Management and Business Services for the CIO in the MIB in DC, effective beginning of FY 18. This position will take the place of the place of the Business Services position currently held by Mark Davis who is retiring in Jan. Mark Davis is willing to serve as a senior advisor to the CIO during the two months of overlap. The overlap will help with a smooth transition. Mr. Cardinale will support the CIO in DC, with Mr. Downs, the Deputy Director, serving out West. (see below)
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3. John Ross, SES, Director of the Office of Valuation Services, currently located in DC, will change location to Billings, MT. As the Office of Valuation Services merges with the Office of Appraisal and Valuation Services currently in OST, it will become the Office of Appraisal and Valuation Services and expand locations and staff by more than 50%. A significant OAS staff is located in Billings, MT. The Rocky Mountain and Great Plains regions are two of the most problematic for OAS and having the ASVO Director in a field location affords greater engagement with new field staff and customers. The DC presence will be reduced from 4 staff members to 2 staff members in the MIB, with the head of business services in DC to work closely with DC customers, the budget office and financial management, OS communications and others located in headquarters. Retaining this position in DC benefits the organization and also provides developmental opportunities for the incumbent to be prepared to succeed either the



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Washington, DC 20240  
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**To:** Gonzalez, Elena[[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)]  
**Cc:** Amy Holley[[Amy\\_Holley@ios.doi.gov](mailto:Amy_Holley@ios.doi.gov)]  
**From:** Scott Cameron  
**Sent:** 2017-09-02T12:26:38-04:00  
**Importance:** Normal  
**Subject:** Re: Personnel information requested in ASPMB staff meeting  
**Received:** 2017-09-02T12:26:46-04:00

Yes, Elena, this is fine.

I actually expect the ERB action with Rich to originate with L&M since that is his current assignment. The change of duty stations I think are virtually no brainers.

I was most interested in finding out if any DAS felt the need to transfer a current PMB SESer to another job. Doesn't seem anyone has an appetite for that.

Thanks,  
Scott  
Scott J. Cameron  
Principal Deputy Assistant Secretary  
Policy, Management and Budget  
Department of the Interior

Cell 202-706-9031  
Desk 292-208-4242

Sent from my iPhone

On Sep 2, 2017, at 11:50 AM, Gonzalez, Elena <[maria\\_gonzalez@ios.doi.gov](mailto:maria_gonzalez@ios.doi.gov)> wrote:

Scott: Was this what you needed for Jim? I am committed to making organizational changes that further the goal of continuous improvement for all business services. We believe we should be, and we want to be, models of effective change management and excellence in customer service. Please let me know if you need anything else from us.

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Washington, DC 20240  
(o) 202-208-7966

**To:** Scott Cameron[scott\_cameron@ios.doi.gov]  
**From:** Gonzalez, Elena  
**Sent:** 2017-09-02T12:44:58-04:00  
**Importance:** Normal  
**Subject:** Re: Personnel information requested in ASPMB staff meeting  
**Received:** 2017-09-02T12:45:45-04:00

Good point about ASLM initiating it. We have a keen need in that specific position in OCIO as we have been rebuilding a completely new leadership team in OCIO. I have already done a good bit of that in the past couple of years for all of the TIBS offices, so feel the need to keep the current SES in place for continuity if possible since we have been trying to make long term systemic changes in these areas. During my three years in this role, we changed Directors of IBC, OHA and CADR. Sylvia got the CIO position permanently two years ago. We also have reduced the number of SES in our organizations already - gave up at least one in OCIO and OHA. We are pretty lean on the SES front considering we have a couple of the largest organizations in PMB. I think there are a few other PMB offices that are relatively SES heavy in my view, but that is for you to decide not me. Thanks Scott. I am going to sign off soon and stop bothering you and others on a Saturday. Have a nice weekend.  
Elena

Elena Gonzalez  
U.S. Department of the Interior  
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**To:** Rae, Kerry[kerry\_rae@ios.doi.gov]  
**Cc:** Amy Holley[Amy\_Holley@ios.doi.gov]; Ferriter, Olivia[olivia\_ferriter@ios.doi.gov]; Denise Flanagan[denise\_flanagan@ios.doi.gov]; Wilson, Hazel[hazel\_wilson@ios.doi.gov]  
**From:** Lillie, Juliette  
**Sent:** 2017-09-05T11:02:28-04:00  
**Importance:** Normal  
**Subject:** Re: USGS Congressional Notification for Realignment  
**Received:** 2017-09-05T11:02:36-04:00

Kerry: PMB Assistant Secretary (Amy Holley, Acting) will determine what PMB offices need to be involved for surmnaing. OES does not speak for the process requirements in an Assistant Secretary's Office. We can help put the package together for you to send to PMB and SOL. Hopefully that will streamline that process.  
I hope this helps,  
Julie

Juliette Lillie  
Director Executive Secretariat and Regulatory Affairs  
Department of the Interior  
1849 C St. NW  
Washington DC 20240

Email: [juliette\\_lillie@ios.doi.gov](mailto:juliette_lillie@ios.doi.gov)  
Ph: 202-219-7724

On Tue, Sep 5, 2017 at 10:16 AM, Rae, Kerry <[kerry\\_rae@ios.doi.gov](mailto:kerry_rae@ios.doi.gov)> wrote:

Hi all,

I'm seeking some process advice. The USGS has received Dept (up through the Deputy Secretary) approval to move forward with a realignment. The draft Congressional notification letter lays it out. And based on an initial discussion with Hazel, I'm anticipating the following process, but want to be sure this is accurate.

Package this draft letter, along with a note to reviewers and redlines of the revised affected DM Chapters.

Send this package through the relevant PMB offices (POB and HR) for surname. These offices would then share with OMB, and if necessary the ERB/OPM (due to affected SES positions).

When approved, the attached will be ready for the acting AS/PMB to send to Congress.

**Does this sound correct?** Is there anything above that is too much and can be streamline?

For example, can POB start a review with OMB simply based on the attached draft letter while the rest of the process catches up?

Thanks for your collective advice!  
Kerry

(**Note** - any prelim thoughts I can receive prior to a 1:00pm call today would be really helpful!)

---

**Kerry Rae**

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Phone: 202-513-0535  
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**Cc:** Amy Holley[Amy\_Holley@ios.doi.gov]; Ferriter, Olivia[olivia\_ferriter@ios.doi.gov]; Denise Flanagan[denise\_flanagan@ios.doi.gov]; Wilson, Hazel[hazel\_wilson@ios.doi.gov]  
**From:** Rae, Kerry  
**Sent:** 2017-09-05T11:33:43-04:00  
**Importance:** Normal  
**Subject:** Re: USGS Congressional Notification for Realignment  
**Received:** 2017-09-05T11:34:21-04:00

Hi Julie, I appreciate that, but I also know OES has seen a plenty of these processes over time and I was seeking a little feedback for a starting point. I appreciate any and all input! Thanks for the offer to help with a package.

On Tue, Sep 5, 2017 at 11:02 AM, Lillie, Juliette <juliette\_lillie@ios.doi.gov> wrote:

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Washington DC 20240

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Ph: 202-219-7724

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U.S. Department of the Interior

Phone: 202-513-0535

Mobile: 202-494-4101

Email: [Kerry\\_Rae@ios.doi.gov](mailto:Kerry_Rae@ios.doi.gov)

**To:** Rae, Kerry[kerry\_rae@ios.doi.gov]  
**Cc:** Lillie, Juliette[juliette\_lillie@ios.doi.gov]; Ferriter, Olivia[olivia\_ferriter@ios.doi.gov]; Denise Flanagan[denise\_flanagan@ios.doi.gov]; Wilson, Hazel[hazel\_wilson@ios.doi.gov]  
**From:** Holley, Amy  
**Sent:** 2017-09-05T11:36:54-04:00  
**Importance:** Normal  
**Subject:** Re: USGS Congressional Notification for Realignment  
**Received:** 2017-09-05T11:37:22-04:00

Thanks Kerry and Julie! Olivia and Denise can help with what the process is for approvals through PMB and OMB. I think the process you've laid out is generally fine, but I think it would help to have a discussion with POB about when and how the OMB and Congressional notifications occur--they would be happy to help you with that.

On Tue, Sep 5, 2017 at 11:33 AM, Rae, Kerry <kerry\_rae@ios.doi.gov> wrote:

Hi Julie, I appreciate that, but I also know OES has seen a plenty of these processes over time and I was seeking a little feedback for a starting point. I appreciate any and all input! Thanks for the offer to help with a package.

On Tue, Sep 5, 2017 at 11:02 AM, Lillie, Juliette <juliette\_lillie@ios.doi.gov> wrote:

Kerry: PMB Assistant Secretary (Amy Holley, Acting) will determine what PMB offices need to be involved for surmnaing. OES does not speak for the process requirements in an Assistant Secretary's Office. We can help put the package together for you to send to PMB and SOL. Hopefully that will streamline that process.  
I hope this helps,  
Julie

Juliette Lillie  
Director Executive Secretariat and Regulatory Affairs  
Department of the Interior  
1849 C St. NW  
Washington DC 20240

Email: [juliette\\_lillie@ios.doi.gov](mailto:juliette_lillie@ios.doi.gov)  
Ph: 202-219-7724

On Tue, Sep 5, 2017 at 10:16 AM, Rae, Kerry <kerry\_rae@ios.doi.gov> wrote:

Hi all,

I'm seeking some process advice. The USGS has received Dept (up through the Deputy Secretary) approval to move forward with a realignment. The draft Congressional notification letter lays it out. And based on an initial discussion with Hazel, I'm anticipating the following process, but want to be sure this is accurate.

Package this draft letter, along with a note to reviewers and redlines of the revised affected DM

Chapters.

Send this package through the relevant PMB offices (POB and HR) for surname. These offices would then share with OMB, and if necessary the ERB/OPM (due to affected SES positions).

When approved, the attached will be ready for the acting AS/PMB to send to Congress.

**Does this sound correct?** Is there anything above that is too much and can be streamline?

For example, can POB start a review with OMB simply based on the attached draft letter while the rest of the process catches up?

Thanks for your collective advice!

Kerry

(**Note** - any prelim thoughts I can receive prior to a 1:00pm call today would be really helpful!)

---

**Kerry Rae**

Chief of Staff for Water & Science  
U.S. Department of the Interior  
Phone: 202-513-0535  
Mobile: 202-494-4101  
Email: [Kerry\\_Rae@ios.doi.gov](mailto:Kerry_Rae@ios.doi.gov)

**To:** Rae, Kerry[kerry\_rae@ios.doi.gov]  
**Cc:** Amy Holley[Amy\_Holley@ios.doi.gov]; Ferriter, Olivia[olivia\_ferriter@ios.doi.gov]; Wilson, Hazel[hazel\_wilson@ios.doi.gov]; Lillie, Juliette[juliette\_lillie@ios.doi.gov]  
**From:** Flanagan, Denise  
**Sent:** 2017-09-05T12:23:33-04:00  
**Importance:** Normal  
**Subject:** Re: USGS Congressional Notification for Realignment  
**Received:** 2017-09-05T12:23:48-04:00

Kerry,

Hi, your summary addresses the POB portion of this. You're proposing a bureau reorg which has been cleared through leadership and the attached letter has been cleared through your AS office. POB can take a look to confirm it includes the info needed for OMB, follow-up with USGS as needed, and start coordinating with OMB. POB doesn't need the redlined DMs to start our process. If asked, we will tell OMB the coordination with the ERB/OPM will be worked/finalized while the review is ongoing and completed after the OMB review. After it is approved by OMB, we coordinate with Exec Sec to finalize the letter for AS/PMB signature to the Hill. We'll coordinate with the Hill, follow-up if briefings are requested, and circle back with you when it is approved so it can be implemented.

If you have questions, please just ask as I'm happy to help! Thanks! Denise

On Tue, Sep 5, 2017 at 10:16 AM, Rae, Kerry <kerry\_rae@ios.doi.gov> wrote:

Hi all,

I'm seeking some process advice. The USGS has received Dept (up through the Deputy Secretary) approval to move forward with a realignment. The draft Congressional notification letter lays it out. And based on an initial discussion with Hazel, I'm anticipating the following process, but want to be sure this is accurate.

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**Does this sound correct?** Is there anything above that is too much and can be streamline?

For example, can POB start a review with OMB simply based on the attached draft letter while the rest of the process catches up?

Thanks for your collective advice!

Kerry

(**Note** - any prelim thoughts I can receive prior to a 1:00pm call today would be really helpful!)

---

**Kerry Rae**

Chief of Staff for Water & Science  
U.S. Department of the Interior  
Phone: 202-513-0535  
Mobile: 202-494-4101  
Email: [Kerry\\_Rae@ios.doi.gov](mailto:Kerry_Rae@ios.doi.gov)

--

Denise Flanagan, CDFM  
Director, Office of Budget  
U.S. Department of the Interior  
1849 C. Street NW, Room 4108  
Washington DC 20240  
Phone: 202-208-5309 (Direct Line)  
Email: [Denise\\_Flanagan@ios.doi.gov](mailto:Denise_Flanagan@ios.doi.gov)

**To:** Todd Willens[todd\_willens@ios.doi.gov]  
**From:** Michael Reynolds  
**Sent:** 2017-09-05T17:35:26-04:00  
**Importance:** Normal  
**Subject:** Fwd: CDP UPDATED LIST  
**Received:** 2017-09-05T17:37:03-04:00  
[ATT00001.htm](#)  
[CDP SES UPDATED LIST 9-2-17 \(1\).docx](#)

Todd- As requested here's our candidate development program SES eligible certified folks. They are mostly 14 or 15 levels right now. We can talk over their history when you need.

Sent from my iPhone-sorry for typos.

Begin forwarded message:

**From:** "Casey, Patricia" <[patricia\\_casey@nps.gov](mailto:patricia_casey@nps.gov)>  
**Date:** September 5, 2017 at 10:40:56 AM EDT  
**To:** Michael Reynolds <[Michael\\_Reynolds@nps.gov](mailto:Michael_Reynolds@nps.gov)>  
**Cc:** "DeSordi, Janice" <[janice\\_desordi@nps.gov](mailto:janice_desordi@nps.gov)>  
**Subject:** CDP UPDATED LIST

Hi Mike

Hope you had a relaxing Labor Day weekend! I am attaching the updated CDP list you requested. Please let me know if you have any questions, or need additional information.

Take care  
Pat

--

Patricia B. Casey  
National Park Service  
Executive Resources Program Manager  
1849 C Street, NW, Room 2039  
Washington, DC 20240

202-208-5685 - Office  
202-821- 5064 - Mobile

"Be true to your work, your word, and your friends"  
Henry David Thoreau

EXPERIENCE YOUR AMERICA  
The National Park Service cares for special places  
saved by the American People

so that all may experience our heritage.



## NPS CDP CANDIDATES

Name	Title	Brief Bio
<b>1. Robert Krumenaker</b>	Superintendent, Apostle Islands National Seashore (OPM CERTIFIED IN 2010)	Mr. Krumenaker graduated from the DOI CDP program in 2010. He has been the Superintendent of Apostle Islands NS since 2002. In 2014 he acted for 120 days as the Superintendent, Everglades NP. Mr. Krumenaker has 40 years of experience with the National Park Service. He has a BS degree from Brown University and a master of forest science degree from the Yale School of Forestry.
<b>2. Cynthia MacLeod</b>	Superintendent, Independence National Historical Park (OPM CERTIFIED IN 2003)	Ms. MacLeod graduated from the DOI CDP program in 2003. She has been the Superintendent, Independence NHP since 2007 but most recently was the Acting Regional Director, Northeast Region from June 4 – September 2, 2017. Ms. MacLeod was selected, in May 2014, as the Acting Superintendent, Great Smoky Mountains NP for 120 days. Ms. MacLeod has been with the NPS for over 35 years. She has a bachelor's degree from Duke University in Zoology and a master's degree in architectural history from the University of Virginia.
<b>3. Palmer (Chip) Jenkins</b>	Deputy Regional Director, Resources Stewardship and Planning, Seattle, WA; Current ACTING Superintendent, Yosemite NP. (OPM CERTIFIED IN 2015)	As the DRD in the Pacific West Region Seattle office, Mr. Jenkins has management oversight for 17 parks and administrative oversight for 4 major functional areas which include Cultural Resources, Natural Resources management and planning, and environmental compliance.

		<p>Previous to the DRD position Mr. Jenkins was the Superintendent, North Cascades NP. Mr. Jenkins was selected in March 2017 as the Acting Superintendent, Yosemite NP. He holds a Bachelor's degree in geography and environmental studies from the University of California, Santa Barbara. Mr. Jenkins has been with the NPS since 1985.</p>
<b>4. Marta Cruz Kelly</b>	<p>Deputy Associate Director, Office of the Associate Chief Information Officer (OPM CERTIFIED IN 2015)</p>	<p>Ms. Kelly graduated from the DOI CDP program in 2015. She is currently the DAD, ACIO division. Previous to working for the Associate Chief Information Officer, Ms. Kelly was the National Chief of Interpretation in the Interpretation and Education Division. In 2003 Ms. Kelly was appointed the Superintendent, New Orleans Jazz National Historical Park.</p>
<b>5. Judy Forte</b>	<p>Superintendent, Martin Luther King, Jr., National Historical Site (WAITING FOR OPM CERTIFICATION)</p>	<p>Ms. Forte was selected to participate in Class #18 in the 2016 DOI CDP program. She is currently awaiting final CDP certification from OPM. Ms. Forte was selected in June 2006 as the Superintendent, Martin Luther King, Jr., NHS; previous to this position she was the Southeast Region Chief Ranger from June 1998 to June 2006. Ms. Forte has a Bachelor of Science from Tuskegee University.</p>
<b>6. Kimberly (Kym) Hall</b>	<p>Superintendent, Colonial National Historical Park (OPM CERTIFIED IN JUNE 2017)</p>	<p>Ms. Hall is a certified graduate of the 2016 Class #18 DOI CDP program. Ms. Hall was selected as the Superintendent, Colonial National Historical Park in 2015; previously she was the Deputy Superintendent, Glacier National Park from 2011 to 2015. Ms. Hall was also selected</p>

		to Act as the Superintendent, Glacier NP for 8 months in 2013, and as the Acting Superintendent, Cape Hatteras for 4 months in 2014.
<b>7. Sarah Creachbaum</b>	Superintendent, Olympic National Park (WAITING DOI TEMPLATE CERTIFICATION)	Ms. Creachbaum was selected to participate in Class #19 of the DOI CDP program. She is currently awaiting approval on her CDP template by the Department; which would then go to the ERB for approval and then to OPM for final approval. Ms. Creachbaum has been the Superintendent, Olympic NP since November 2012. She most recently completed a 120 day Detail assignment as the Acting DRD, Resource Stewardship and Planning in Seattle, WA. Previous to her current position she was the Superintendent, Haleakala NP, HI for 3 years; Superintendent, War in the Pacific NHP, Guam for 3 years. Ms. Creachbaum has a Bachelor of Fine Arts from the University of Arizona and a Master of Landscape Architecture from Utah State University.
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		Security. Ms. Goodro has a bachelor's degree in recreation management from the Central Washington University.
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17-01174\_014591;17-01174\_014591;17-01174\_014592;17-01174\_014593;17-01174\_014594;17-01174\_014595;1...

17-01174\_014591;17-01174\_014591;17-01174\_014592;17-01174\_014593;17-01174\_014594;17-01174\_014595;1...

**To:** (b)(6) - Bernhardt | (b)(6) - Bernhardt  
**From:** Todd Willens  
**Sent:** 2017-09-05T21:25:56-04:00  
**Importance:** Normal  
**Subject:** Fwd: CDP UPDATED LIST  
**Received:** 2017-09-05T21:26:05-04:00  
[ATT00001.htm](#)  
[CDP SES UPDATED LIST 9-2-17 \(1\).docx](#)

NPS SES eligibles.

Todd Willens  
Assistant Deputy Secretary  
Acting Assistant Secretary for Fish and Wildlife and Parks  
U.S. Department of the Interior  
1849 C Street, NW - MIB Room 6116  
Washington, DC 20240

Begin forwarded message:

**From:** Michael Reynolds <[michael\\_reynolds@nps.gov](mailto:michael_reynolds@nps.gov)>  
**Date:** September 5, 2017 at 5:35:26 PM EDT  
**To:** Todd Willens <[todd\\_willens@ios.doi.gov](mailto:todd_willens@ios.doi.gov)>  
**Subject:** Fwd: CDP UPDATED LIST

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17-01174\_014598;17-01174\_014598;17-01174\_014599;17-01174\_014600;17-01174\_014601;17-01174\_014602;1...

17-01174\_014598;17-01174\_014598;17-01174\_014599;17-01174\_014600;17-01174\_014601;17-01174\_014602;1...

**To:** Amy Holley[amy\_holley@ios.doi.gov]; Elena Gonzalez[maria\_gonzalez@ios.doi.gov]  
**From:** Burns, Sylvia  
**Sent:** 2017-09-09T15:07:00-04:00  
**Importance:** Normal  
**Subject:** Draft ERB memo  
**Received:** 2017-09-09T15:07:28-04:00  
DRAFT ERB Memo BDowns Duty Station 09092017.docx

Amy/Elena - sending this to put this on top of your email boxes. Just wanted to make sure you are both OK with this draft memo so that I can send to Executive Resources and BSEE to put together the package. Elena already edited this and was OK with it. Wanted to double check w/ you, Amy.

Also, Elena thought this was already signed and ready to go to the ERB, but I didn't think it was. If I'm wrong, let me know.

<https://docs.google.com/document/d/1gEIn5WXsPbPuCd21Fmv-VOJA5m94oADXoW69x7dI2l8/edit>

--

**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
sylvia\_burns@ios.doi.gov | Office: 202.208.6194 | Fax: 202-501-2360  
[www.doi.gov/ocio](http://www.doi.gov/ocio)

***Our mission is your mission***

To: Executive Resources Board

Thorough: Amy Holley  
Acting, Assistant Secretary, Policy, Management and Budget

Through: Elena Gonzalez  
Deputy Assistant Secretary, Technology, Information and Business Services

From: Sylvia Burns  
Chief Information Officer

Subject: Request Approval for Change in Duty Station for Mr. Bruce Downs

The Office of the Chief Information Officer (OCIO) requests approval for a permanent change of duty station for Mr. Bruce Downs, Deputy Chief Information Officer (DCIO), at his current rate of pay to Boise, Idaho, from Washington, DC. This move would be funded internally by the OCIO. The relocation of this position is necessary to provide agency-level information management and technology (IMT) leadership in the field where the Department has critical inter and intra-agency stakeholders and interests. Establishing a stronger OCIO presence in the field and outside of DC and Denver supports the CIO's strategic vision for more standardized service delivery, reduced costs and improved mission support in the field.

Locating the Department's DCIO in Boise will facilitate greater geographic co-location and consolidation of DOI bureaus and offices and Office of the Secretary (OS) resources, including a new OCIO presence in the field and outside of Denver. The Bureau of Land Management (BLM), National Park Service (NPS), Bureau of Indian Affairs (BIA) and Fish and Wildlife Service (FWS) and the US Department of Agriculture, US Forest Service have a significant presence in Boise in the wildland fire mission area (which is a CIO priority), and are already collocated at the National Interagency Fire Center (NIFC). Mr. Downs has been the OCIO's lead executive in creating a secure information technology (IT) infrastructure for the federal wildland fire community to enable more efficient and effective mission delivery on the ground. His presence in Boise will drive the standardization and integration of the disparate information systems and infrastructure across these different organizations - a challenge for over a decade.

As DCIO, Mr. Downs is responsible for OCIO operations, which includes IMT Planning and Performance Management, Solutions Design and Development and Service Delivery. Having Mr. Downs work from Boise will help OCIO, a very headquarters-centric organization, to be better grounded in the practical realities of conducting DOI's mission in the field and improve the OCIO's overall service to the Department's Bureaus and missions. Mr. Downs will take the CIO's strategic vision to the field and will be positioned to reality test strategic plans and support implementation of realistic solutions.

Thank you for your consideration of this request. If you require additional information, please contact me at [sylvia\\_burns@ios.doi.gov](mailto:sylvia_burns@ios.doi.gov), or 202-208-5422.



**To:** Burns, Sylvia[sylvia\_burns@ios.doi.gov]  
**Cc:** Elena Gonzalez[maria\_gonzalez@ios.doi.gov]  
**From:** Holley, Amy  
**Sent:** 2017-09-09T15:08:30-04:00  
**Importance:** Normal  
**Subject:** Re: Draft ERB memo  
**Received:** 2017-09-09T15:08:52-04:00

This is fine thank you!

On Sat, Sep 9, 2017 at 3:07 PM, Burns, Sylvia <sylvia\_burns@ios.doi.gov> wrote:

Amy/Elena - sending this to put this on top of your email boxes. Just wanted to make sure you are both OK with this draft memo so that I can send to Executive Resources and BSEE to put together the package. Elena already edited this and was OK with it. Wanted to double check w/ you, Amy.

Also, Elena thought this was already signed and ready to go to the ERB, but I didn't think it was. If I'm wrong, let me know.

<https://docs.google.com/document/d/1gEIn5WXsPbPuCd21Fmv-VOJA5m94oADXoW69x7dI2l8/edit>

--

**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
sylvia\_burns@ios.doi.gov | Office: 202.208.6194 | Fax: 202-501-2360  
www.doi.gov/ocio

*Our mission is your mission*

**To:** Holley, Amy[amy\_holley@ios.doi.gov]  
**Cc:** Elena Gonzalez[maria\_gonzalez@ios.doi.gov]  
**From:** Burns, Sylvia  
**Sent:** 2017-09-09T15:19:33-04:00  
**Importance:** Normal  
**Subject:** Re: Draft ERB memo  
**Received:** 2017-09-09T15:19:59-04:00

Thanks Amy.

On Sat, Sep 9, 2017 at 3:08 PM, Holley, Amy <amy\_holley@ios.doi.gov> wrote:

This is fine thank you!

On Sat, Sep 9, 2017 at 3:07 PM, Burns, Sylvia <sylvia\_burns@ios.doi.gov> wrote:

Amy/Elena - sending this to put this on top of your email boxes. Just wanted to make sure you are both OK with this draft memo so that I can send to Executive Resources and BSEE to put together the package. Elena already edited this and was OK with it. Wanted to double check w/ you, Amy.

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<https://docs.google.com/document/d/1gEIn5WXsPbPuCd21Fmv-VOJA5m94oADXoW69x7dI2l8/edit>

--

**Sylvia Burns, CIO**  
Office of the Chief Information Officer | US Department of the Interior  
sylvia\_burns@ios.doi.gov | Office: 202.208.6194 | Fax: 202-501-2360  
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*Our mission is your mission*

--

**Sylvia Burns, CIO**  
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sylvia\_burns@ios.doi.gov | Office: 202.208.6194 | Fax: 202-501-2360  
www.doi.gov/ocio

*Our mission is your mission*

**To:** Mashburn, Lori[lori\_mashburn@ios.doi.gov]  
**From:** Davis, Natalie  
**Sent:** 2017-09-13T09:33:58-04:00  
**Importance:** Normal  
**Subject:** Re: Board Thank You and other to-do  
**Received:** 2017-09-13T09:34:05-04:00

Yes, but question- didn't we already do this and send it off to comms a few weeks ago?  
Okay sounds good on the other things.

On Wed, Sep 13, 2017 at 9:20 AM, Mashburn, Lori <[lori\\_mashburn@ios.doi.gov](mailto:lori_mashburn@ios.doi.gov)> wrote:

Can you compose a friendly note with little detail thanking members for their patience as we completed this initial phase of the board review?

Also, can you schedule 20 minutes with Kathy Benedetto today or tomorrow?

Also, schedule an 1 1/2 hours with Margaret on Friday to get her input on our initial recommendations. It will have to be after the 10am ERB. Then, with at least an hour break, please schedule sometime for me to talk with Scott. I may also want Jim Cason to review.

Thanks,  
Lori K. Mashburn  
White House Liaison  
Department of the Interior  
202.208.1694

--

Natalie Davis  
Special Assistant to the Secretary  
U.S. Department of the Interior  
202.208.4928